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VOLUME 2
TRANSCRIPT OF RECORD

SUPREME COURT OF THE UNITED STATES

OCTOBER TERM, 1946

No. 673

CARTER H. HARRISON, INDIVIDUALLY AND AS COLLECTOR OF INTERNAL REVENUE, PETITIONER

vs.

GREYVAN LINES, INC.

ON WRIT OF CERTIORARI TO THE UNITED STATES CIRCUIT COURT OF APPEALS FOR THE SEVENTH CIRCUIT

PETITION FOR CERTIORARI FILED NOVEMBER 6, 1946
CERTIORARI GRANTED DECEMBER 16, 1946

SUPREME COURT OF THE UNITED STATES

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GREYVAN LINES, INC.

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1 *Plaintiff's Exhibit A*

GREYVAN LINES

2 TRUCKMAN'S AGREEMENT

This Agreement, made and entered into by and between Greyvan Lines, Inc., an Indiana Corporation, hereinafter referred to as the Company, party of the first part, and M. R. Parsley, an individual, residing at 1518 Draper Street, city of Indianapolis, State of Indiana, hereinafter referred to as the Truckman, party of the second part, witnesseth:

Whereas, the Company is a motor carrier engaged in the transportation of goods, wares, and merchandise for hire upon the public highways throughout the United States and Canada under the trade name of Greyvan Lines, and maintains offices in various cities and towns in connection with its transportation business; and,

Whereas, the Truckman is the owner of a motortruck or trucks and desires to devote such motortruck or trucks and the services thereof exclusively to the Company in its business as a motor carrier,

Now therefore, in consideration of the mutual promises and covenants hereinafter contained, the parties hereto agree as follows:

Equipment

1. The Truckman will furnish to the Company for its exclusive service, said motortruck or trucks, together with all necessary pads and equipment required in the transportation business. He will, before placing in the service of the Company, paint said motortruck or trucks, at his own expense, in accordance with the standard Company colors as designated by the Company, and will thereafter permit the Company to have said motortruck or trucks varnished or repainted at its expense whenever, in the opinion of the Company, there is need therefor; and when said motortruck or trucks are withdrawn from the service of the Company he shall immediately, at his own expense, remove all Company colors, insignia, and advertising therefrom, and eliminate all permit or certificate numbers designating said motortruck or trucks as operating in the service of the Company.

Hauling

2. The Truckman will devote said motortruck or trucks exclusively to the services of the Company in its transportation of

goods, wares, and merchandise, loading and unloading the same and delivering to destination in accordance with the shipping contracts or bills entered into by the Company with its consignors or consignees; and in connection therewith comply with all the rules and regulations and instructions of the Company.

Helpers

3. The Truckman will hire any labor required incident to pick-up, loading, and delivery of shipments at his own expense and in his own employ and which shall be under his direction and control.

Packing

4. The Truckman will furnish all packing and/or crating materials and do the necessary packing and/or crating and/or unpacking and/or uncrating of dishes, bric-a-brac, and all other items when so instructed by the Company pursuant to the Order for Services.

4

Driving

5. The Truckman will personally drive his motortruck or trucks exclusively, unless unforeseen circumstances require his employment of a substitute driver, of which the Company shall be notified and give its approval; provided, however, that the Truckman may permit a competent helper to act as a relief driver, so long as such Truckman or such substitute driver remains personally on said motortruck or trucks.

Delivery

6. The Truckman will load all furniture and other goods, wares, and merchandise, and unload and place same upon delivery, and set up all furniture taken apart for shipping purposes, in accordance with the tariffs, rules, and regulations of the Company.

Insurance

7. (a) The Truckman will furnish, at his own expense, Public Liability and Property Damage Insurance upon his motortruck or trucks, in such limits as may in the opinion of the Company be considered necessary for the protection of the interests concerned, and in no event to be less than the requirements of State and Federal Laws. The Truckman will renew such insurance when necessary during the life of this agreement, and, for each of these pur-

poses, authorizes the Company to place such insurance with an authorized insurance carrier and charge the cost thereof to the account of the Truckman. Such insurance shall jointly cover the liability of the Company and the Truckman as their respective interests may appear.

(b) The Truckman will furnish fire, theft, collision, and other insurance which the Company may specify upon his motortruck or trucks at his own expense whenever, in the opinion of the Company, such insurance is necessary for its protection, and name the Company as an additional assured as its interests may appear, and for such purpose authorizes the Company to place such insurance with an authorized insurance carrier and charge the cost thereof to the account of the Truckman; or the Truckman will, at the option of the Company, have the Company named as an additional assured, as its interests may appear, in any such policy he may then have in effect.

(c) The Company will place and maintain in effect, at its own expense, cargo insurance as a motor carrier for loss of or damage to goods, wares, and merchandise transported in the motortruck or trucks of the Truckman in any such amount as the Company may elect and/or as may be required by any public authority.

Bonding

8. The Truckman agrees to make application through the Company for a Fidelity Bond covering the Truckman and/or his substitute driver, in an amount not to exceed One Thousand Dollars ($1,000.00) in a surety company approved by the Company and agrees further that the cost of any bond which may be issued may be paid by the Company and charged to the account of the Truckman.

Cash Deposit

9. The Truckman shall post a cash deposit of Two Hundred and Fifty Dollars ($250.00) with the Company, to be held by the Company during the period this agreement remains in effect and, thereafter, until such reasonable time as all pending matters relating to a final settlement of the Truckman's account, have been concluded to the mutual satisfaction of both parties, whereupon said deposit, or the balance due the Truckman shall be refunded to the Truckman with interest at the current rate for savings accounts in the City of Chicago, Illinois. The Company will make every effort to conclude final settlement with the Truckman within sixty (60) days after the termination of the agreement.

Collections

10. The Truckman will collect all moneys due the Company for the hauling of goods, wares, and merchandise, together with any other charges which may accrue in connection with the said hauling, either as specified in the "Instructions to Truckman" issued for each shipment, or as covered by special instructions, and turn in all of the said moneys together with receipt properly signed by the shipper or consignee or his agent, at the office of the Company to which he reports after delivering the shipment, except that the Company may, at its discretion, direct or authorize any specific delivery to be made otherwise in keeping with the circumstances of any emergency which may arise.

Claims

11. (a) The Company may charge to the Truckman's account the cost of any or all loss of or damage to goods, wares, and merchandise occurring while same are in his custody, possession, or control, other than the liability for same, which is covered by the cargo insurance. It is also agreed that the Truckman shall be given prompt notice of any claims involving his responsibility and shall be given an opportunity to clear himself of responsibility in connection therewith and if the Truckman establishes his nonliability then the amount paid in settlement of the
7 claim shall be credited to his account.

(b) All information in connection with claims, in possession of the Company, shall be open to the Truckman for his inspection, in connection with the settlement of any claims with which he is concerned.

(c) The Company may charge to the Truckman's account the amount of any loss, damage or expense which the Company may sustain or be liable for because of any act or acts of the Truckman, the Truckman's servants, employees or representatives and the Truckman agrees to indemnify the Company therefor.

Maintenance

12. The Truckman will, at his own expense, keep said motortruck or trucks in good mechanical condition at all times, and keep said motortruck or trucks and equipment clean, and comply with the safety provisions of each State and of the Interstate Commerce Commission, and immediately make mechanical correction or meet other requirements necessary to the proper operation of said motortruck or trucks. The Truckman will not incur any obligations in the name of the Company nor open any charge

accounts in the name of the Company, whether for the repair, maintenance, or operation of his truck, or otherwise, without written consent from the General Office of the Company first had and obtained, in each instance.

Operating Costs—Including Licenses

13. (a) The Truckman shall pay the cost of operation of the said motortruck or trucks and such cost shall include property taxes, resident vehicle license, oil, fuel, tires, repairs, and
8 all other costs incident to the ownership and operation of the motortruck or trucks. The Company will obtain and secure at its own expense all permits, certificates, and franchises necessary to the operation of the vehicle in the service of the Company as a motor carrier under any Federal or State Law. In the event the Truckman advances the cost of any license (other than the resident license required by the reason of his ownership of the motortruck or trucks), taxes, fines, penalties, or other items which are required by reason of the operation of the motortruck or trucks in the service of the Company in conformity with the rules and regulations and instructions of the Company, the Company shall credit the account of the Truckman the expense thereof; provided, however, that the Truckman shall deliver to the General Office of the Company a proper receipt or evidence verifying any such specified expenditure.

(b) In the event this agreement is terminated prior to the time of expiration of any license and/or registration plates or other identifying insignia, cards, or papers, and/or registration fees and/or taxes for which the Company has either paid or credited the Truckman's account or otherwise furnished, the Truckman will deliver to the General Office of the Company such license and/or registration plates or other identifying insignia, cards, or papers and all necessary papers pertaining thereto with any signatures which may be required to effect a transfer thereof or secure a refund from the governmental agencies involved. Upon the failure of the Truckman to cooperate with the Company to effect such transfer or secure such refund, the Company may, at its option, charge to the Truckman's account the amount of any refund which the
9 Company might otherwise enjoy or the cost of replacing or again paying for such license and/or registration plates or other identifying insigna, cards, or papers and/or registration fees and/or taxes for their unexpired term.

Shipping and Service Contracts

14. (a) All contracts and/or Bills of Lading for the hauling of goods, wares, and merchandise and/or other services shall be between the Company and the shipper or consignor. In the event the Truckman has the opportunity to acquire goods, wares, and merchandise for carriage, he will in each specified instance notify either the nearest or the General Office of the Company and furnish sufficient detail to enable the Company to contract for the handling of such shipment in its own name.

(b) It is expressly understood and agreed that the Truckman represents the Company only to the extent authorized by the terms of this agreement and not otherwise.

Other Hauling

15. The hauling of goods, wares, and merchandise by the Truckman for any person other than those under contract with the Company shall constitute a breach of this agreement and the Company shall have the right to immediately terminate same.

Laws

16. The Truckman expressly agrees to comply with all Federal and State laws and the ordinances of each and every City, Village, and Municipality into and through which his motortruck or trucks may be operated, and also the rules and regulations of any governmental agency having jurisdiction over the highways of any State or Province for the operation of said motortruck or trucks, including all laws, ordinances, rules, and regulations relating to licensing, speed, safety devices and equipment, weight tonnage, width, height, length, etc.

Charges

17. The Company may charge to the Truckman's Account any and all expenses incurred by the Company for the express benefit of the Truckman.

Remuneration

18. The Truckman shall be credited with and entitled to receive from the Company in full payment for all services furnished by himself and employees and motortruck or trucks, an amount determined in accordance with Truckman's Rate Schedule, current copy of which is attached to this agreement and copy of which is on file in the General Office of the Company available for the in-

spection of the Truckman, and which amount is designated in such Truckman's Rate Schedule as the Truckman's Income. It is further agree that said schedules will not be changed nor will an rule or regulation be adopted by the Company which will result in reducing the income of the Truckman, as provided in the Truckman's Rate Schedule, without obtaining the written consent of the duly authorized representative of the Truckman.

Precedence

19. This agreement shall supersede, replace, and take precedence over any prior agreement of a similar character between the parties hereto.

11 Cancellation

20. This agreement may be canceled at any time upon the written request of the Truckman or the written notice of cancellation by the Company sent registered mail to the last known address of the Truckman; provided, however, that upon such cancellation, the Truckman shall complete delivery of any goods, wares, and merchandise which he may at the time be engaged in hauling; and provided further, that upon said cancellation the Company may at its option defer final settlement with the Truckman, and during the period of sixty (60) days subsequent to such cancellation, the Truckman shall not entertain any action or suit at law against the Company by reason of any claims arising out of services under this Agreement.

Term

21. This agreement shall remain in full force and effect for the period commencing August 22, 1938, and ending December 31, 1938, and from year to year thereafter, unless terminated by either party as herein provided.

In witness whereof the parties hereto have caused these presents to be executed this 22nd day of August 1938.

GREYVAN LINES, INC.,
By W. W. HEARN,
Treasurer.

M. R. PAISLEY,
Truckman.

Attest:

A. F. SCHERTZBERG,
Assistant Secretary.

12 TRUCKMAN'S RATE SCHEDULE

Effective January 1, 1938

Schedule of Items Covered by Tariff

Item	Truckman's income			
	G. B. Holman current tariff	Greyvan tariff No. 2	Greyvan tariff No. 3	Government shipments
1. Transportation Service Performed.	50% of Tariff.	52½% of Tariff.	52½% of Tariff.	52½% of Bid Price.
2. Accessorial Charges When Services Performed.	70% of Tariff.	No provision.	No provision.	70% of Bid Price.
3. Terminal Services Performed:				
Divided Shipments. (More than one point of pick-up or delivery.)	50% of Tariff.	No Provision.	No Provision.	52½% of Bid Price.
Hoisting	Tariff	No Provision.	No Provision.	Bid Price.
Piano Carry	Tariff	No Provision.	No Provision.	Bid Price.
Waiting Time	50% of Tariff.	No Provision.	No Provision.	No Provision.
Export & Import	None	None	No Provision.	No Provision.
Storage in Transit. (Temporary.)	None	None	None	None.
Special Services. (Not named in Tariff.)	Tariff	No Provision.	No Provision.	Bid Price.
4. Excess Declared Value	50% of Tariff.	52½% of Tariff.	52½% of Tariff.	No Provision.
5. Special Services: Storage, Collection, Charge for C. O. D.	None	None	None	None.

13 *Schedule of Additional Items*

Item	Truckmen's income
6. Deadhead Mileage (See Note 1): NOTE 1: Deadhead mileage is defined as the mileage traveled by the motor truck or trucks without carrying any shipment or portion thereof, to make such motor truck or trucks available for performing transportation services.	10¢ per mile for miles in excess of 25% of the total miles traveled in each calendar month, as determined by verified claim of truckmen. (See Rule 4.)

	Truckmen's income			
	G. B. Holman current tariff	Greyvan tariff No. 2	Greyvan tariff No. 3	Government shipments bid price
7. Bonus (See Rule 6):				
(a) Satisfactory Mechanical & Physical Maintenance	½ of 1%	½ of 1%	½ of 1%	½ of 1%
(b) Satisfactory Service Performed	1%	1%	1%	1%
(c) Satisfactory Personal Appearance & Mental Attitude	1%	1%	1%	1%
(d) Additional Bonus	½ of 1%	½ of 1%	½ of 1%	½ of 1%

Rules Governing the Application of Above Rates

Rule 1. Shipments Transferred: The amount of the tariff transportation charges or of the Government bid price for transportation charges on which the truckman's income of each truckman is computed shall be based on the proportion that the miles each truckman carried the shipment bears to the total miles of carriage. For purposes of equity the Company shall have the right to make

adjustments in keeping with the facts and circumstances pertaining thereto and such adjustments shall be considered final. (See Rule 3.)

14 *Schedule of Additional Items*

Item	Truckmen's income
6. Deadhead Mileage (See Note 1). NOTE 1: Deadhead mileage is defined as the mileage traveled by the motor truck or trucks without carrying any shipment or portion thereof, to make such motor truck or trucks available for performing transportation services.	10¢ per mile for miles in excess of 25% of the total miles traveled in each calendar month, as determined by verified claim of truckmen. (See Rule 4.)

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	G. B. Holman current tariff	Greyvan tariff No. 2	Greyvan tariff No. 3	Government shipments bid price
7. Bonus (See Rule 6): (a) Satisfactory Mechanical & Physical Maintenance	½ of 1%	½ of 1%	½ of 1%	½ of 1%
(b) Satisfactory Service Performed	1%	1%	1%	1%
(c) Satisfactory Personal Appearance & Mental Attitude	1%	1%	1%	1%
(d) Additional Bonus	½ of 1%	½ of 1%	½ of 1%	½ of 1%

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15 *Schedule of Additional Items*

Item	Truckmen's income
6. Deadhead Mileage (See Note 1). NOTE 1: Deadhead mileage is defined as the mileage traveled by the motor truck or trucks without carrying any shipment or portion thereof, to make such motor truck or trucks available for performing transportation services.	10¢ per mile for miles in excess of 25% of the total miles traveled in each calendar month, as determined by verified claim of truckmen. (See Rule 4.)

	Truckmen's income			
	G. B. Holman current tariff	Greyvan tariff No. 2	Greyvan tariff No. 3	Government shipments bid price
7. Bonus (See Rule 6): (a) Satisfactory Mechanical & Physical Maintenance	½ of 1%	½ of 1%	½ of 1%	½ of 1%
(b) Satisfactory Service Performed	1%	1%	1%	1%
(c) Satisfactory Personal Appearance & Mental Attitude	1%	1%	1%	1%
(d) Additional Bonus	½ of 1%	½ of 1%	½ of 1%	½ of 1%

Rules Governing the Application of Above Rates

Rule 1. Shipments Transferred: The amount of the tariff transportation charges or of the Government bid price for transportation charges on which the truckman's income of each truckman is computed shall be based on the proportion that the miles each truckman carried the shipment bears to the total miles of carriage. For purposes of equity the Company shall have the right to make adjustments in keeping with the facts and circumstances pertaining thereto and such adjustments shall be considered final. (See Rule 3.)

16 Rule 2. Left Over Portions of Shipments: The amount of the tariff transportation charges or of the Government bid price for transportation charges on which the Truckman's Income of the Truckman or Truckmen handling the left-over portion of shipment is computed, shall be based on the proportion that the cubic footage of the left-over portion of the shipment bears to the total cubic footage of the shipment involved; provided that, for purposes of equity, the Company shall have the right to make adjustments in keeping with the facts and circumstances pertaining thereto, such adjustments to be considered final; and provided further, that in effecting any such adjustment, an amount of such transportation charges, not in excess of 5% thereof, may be deducted from the proportionate amount of such transportation charges allotted to the truckman handling the initial portion of such shipment and added to the proportionate amount allotted to the truckman or truckmen handling the left-over portion of the shipment.

Rule 3. Mileage: Wherever mileage is referred to, it will be computed in accordance with current G. B. Holman Mileage Guide.

Rule 4. Deadhead Mileage Allowance: The Truckman considering himself entitled to Income because of deadhead mileage (Item #6 above) in any month will, on or before the 10th day of the following month, submit written claim therefor to the Company on forms furnished by the Company. The amount of Truckman's Income shall be subject to verification by the Company before making credit to his account.

Rule 5. Split Shipments: (a) A split shipment shall be defined as that portion of the shipment beyond the capacity of the van assigned, and as apportioned by the office, or reapportioned by the truckman involved.

(b) Transportation charges allotted to truckman for handling split load portion of shipment will be based on the proportion that the cubic footage of the split load proportions bear to the total cubic footage of shipment to be transported.

17 Rule 6. Bonus: Bonus earned under Item 7/a, b, and c, will be based on the transportation charges for shipments hauled in any calendar month and such earned bonus will be paid

Form 1

INTER-OFFICE CORRESPONDENCE

Greyvan Lines, Inc.

To .....M. E. Forsley..... Van No. 200 ..... Address.....

From .....A. F. Schertzberg..... Address..... Chicago .....

Subject ...Bonus for Month of September, 1941..... Date.....10-21-41.....

Conforming to the current Truckman's Rate Schedule, your bonus for the above month under Item 7, (a), (b), (c), and (d) is as follows:

Item 7. Bonus	% of Trans. Chgs.	Yes or No	Trans. Charges	Amount Bonus
(a) Satisfactory Mechanical and Physical Maintenance	1%	Yes	1193.86	10.94
(b) Satisfactory Service Performed	1%	Yes		11.84
(c) Satisfactory Personal Appearance and Mental Attitude	1%	Yes		11.84
(d) Additional Bonus	1%	Yes		10.94
Adjustments — Less Bonus Revoked				
Plus Bonus Reinstated Add — Section (d) July 1941 ← ~~1049.44~~				10.44
Section (d) August 1941 ← ~~11 13 86~~ To 10.19				10.40

Your bonus check is attached for ..... Total $ 86.16

Okay, Max, here it is. Now let's stay on top so you may enjoy the maximum month by month.

GREYVAN LINES, INC.

LONG DISTANCE MOVING

CHICAGO, ILL.

10-21-47	9506	0-857		86.16

16 CTS.

A. R. PARSLEY
1518 DRAPER ST.
INDIANAPOLIS, IND.

GREYVAN LINES, INC.
DISBURSING ACCOUNT

CITY NATIONAL BANK
AND TRUST COMPANY
OF CHICAGO

729107 O - 47 (Face p. 275) No. 8

586.03-CR

STATEMENT

GREYVAN LINES, INC.
CHICAGO, ILLINOIS

MEMO ONLY

AMOUNT DUE YOU 705.41
NOTES RECEIVABLE
PAST DUE
NOT DUE
TOTAL
DEPOSIT 150.00
NET DUE YOU 555.41

Pltf's X-G

NAME M. R. Parsley Van-200
1518 Draper St.
Indianapolis, Ind

PERIOD Sept 1st TO Sept 30, 1941

DATE	CONTRACT NUMBER	MEMO	DESCRIPTION	BASE LOAD	AMOUNTS CHARGED	AMOUNTS EARNED	NET DUE
						BALANCE FOR'D	
SEP 22		9-619	NOTE PAM'T-CHGO				
SEP 22			FRUEHAUF TRAILER CO		64.50		64.50
SEP 22		9-628	NOTE PAM'T-INDPLS				
SEP 22			C.I.T. CORP		81.67		146.17
SEP 27		9-691	PAM'T AUX. CCT.		439.86		586.03
SEP 9	14577	191638	ADV-BUFFALO		27.00		
SEP 3	A2610	197807	ADV-CHICAGO		35.00		621.03
SEP 8	13271	191639	ADV-BUFFALO		8.00		645.70
SEP 12	A8707	70%	PKG	14.75		10.33	656.03
SEP 16	13283	50%	BUFFALO-NEWARK	32.92		16.46	629.24
SEP 17	13271	50%	BUFFALO--HUNTINGTON	61.75		30.87	598.37
SEP 17	14577	50%	BOSTON-NEW YORK	179.46		89.73	
SEP 17	14577	70%	PORT O ROBE	5.00		3.50	505.14
SEP 18	110470	50%	FORMONT--ARLINGTON	~~73.35~~		~~36.68~~	468.46
SEP 19	A8694	50%	BRONXVILLE--LA PORTE	667.29		333.65	
SEP 19	A8694	70%	PORT O ROBE	5.00		3.50	131.31
SEP 22	89786	50%	RICHMOND--LEOIS CITY	102.03		51.02	80.29
SEP 23	A8694	70%	UNPKG	14.75		10.33	69.96
SEP 24	14577	70%	ADJ PORT O ROBE	5.00	3.50		73.46
SEP 24	859137	50%	MEMPHIS--KANSAS CITY	90.13		45.07	28.39
SEP 26	149328	50%	HURON--CHICAGO	370.44		185.22	156.83 cr
SEP 26	149443	50%	NASHVILLE--DENVER	240.93		120.47	277.30 cr
SEP 30	A2610	50%	HIGHLAND PK--SYRACUSE	438.93		219.47	
SEP 30	A2610	70%	PORT O ROBE	5.00		3.50	500.27 cr
SEP 11	A79574	195066	CLAIM-HARTFORD		4.00		
SEP 11	A79594	195067	CLAIM-HARTFORD		4.19		492.08 cr
SEP 12	4455	194140	CLAIM-CLEVELAND		3.00		489.08 cr
SEP 13	A8694	192154	ADV-NEW YORK		40.00		449.08 cr
SEP 16	79574	195076	CLAIM-HARTFORD		5.20		443.88 cr
SEP 17	A2710	192650	CLAIM-DETROIT		3.00		
SEP 17	89786	198765	ADV-CHICAGO		16.00		424.88 cr
SEP 20	149443	198818	ADV-CHICAGO		26.00		398.88 cr
SEP 21	859137	198830	ADV-CHICAGO		13.00		385.88 cr
SEP 27	149328	198987	ADV-CHICAGO		19.00		366.88 cr
SEP 18	110470	50	DIDNOT MAKE HAUL	~~73.35~~	~~36.68~~		330.20 cr

SEP 18	110470	50	DIDNOT MAKE HAUL	~~73.35~~	~~36.68~~		330.20
SEP 30		JV 9-19	GASOLINE		158.83		171.37
SEP 30		JV 9-26	HOSPITAL INS.		2.00		169.37
SEP 30		JV 9-31	ALLOW WGT SLIPS 50%-1.50			.75	170.12
SEP 30		JV 9-2	PL & PD INS		43.68		
SEP 30		JV 9-2	FIRE THEFT, COLLI INS		18.15		108.29
SEP 30		JV 9-10	COL. MIL TAx			.75	
SEP 30		JV 9-10	TENN WIRE			.58	
SEP 30		JV 9-10	KANS MIL TAX			9.28	
SEP 30		JV 9-10	TENN WIRE			.48	119.38
0	AUG 31, 1941		BALANCE BROT FOR'D			586.03	705.41

729107 G - 47 *Face p. 275) No. 5

ACCOUNTS PAYABLE VOUCHER

GREYVAN LINES, INC.

LONG DISTANCE MOVING
CHICAGO, ILL

DATE	CHECK NUMBER	VOUCHER NUMBER	THE SUM OF	AMOUNT
10-28-41	9826	10-977	EXACTLY 559 AND 24 CTS	559.24

PAY TO THE ORDER OF

N. R. PARSLEY
1518 [illegible] PER ST.
INDIANAPOLIS, IND.

GREYVAN LINES, INC.
DISBURSING ACCOUNT

TREASURER

CITY NATIONAL BANK
AND TRUST COMPANY
OF CHICAGO

DETACH BEFORE DEPOSITING

GREYVAN LINES, INC.
CHICAGO, ILL.

INVOICE NO.

Pkp. X-F

SEPT ACCOUNT		705.41
NOTE 10/24	64.50	
NOTE 10/24	81.67	146.17
		559.24

GREYVAN LINES, INC.

LONG DISTANCE MOVING

CHICAGO, ILL.

DATE	CHECK NUMBER	VOUCHER NUMBER	THE SUM OF	AMOUNT
6-[illegible]-61	9626	[illegible]-977	EXACTLY $559 AND 24 CTS	559.24

PAY TO THE ORDER OF

M.&R. PARSLEY
1518 DRAPER ST.
INDIANAPOLIS 3, IND.

CITY NATIONAL BANK
AND TRUST COMPANY
OF CHICAGO

GREYVAN LINES, INC.
DISBURSING ACCOUNT

[illegible]
TREASURER

[illegible]

PAYABLE VOUCHER

GREYVAN

GREYVAN LINES, INC.

LONG DISTANCE MOVING
CHICAGO, ILL.

GREYVAN

7-31-41 1389 7-692 98.24

GREYVAN LINES, INC.
DISBURSING ACCOUNT

M. R. PARSLEY
1218 DRAPER ST.
INDIANAPOLIS, IND.

CITY NATIONAL BANK
AND TRUST COMPANY

GREYVAN LINES INC.
CHICAGO

PAY TO JUNE ACCOUNT		244.41
LESS AMT PAID AT 7/28	81.67	
" " 29	64.50	146.17
		98.24

GREYVAN LINES, INC.

LONG DISTANCE MOVING
CHICAGO, ILL.

CASH
FOR CUSTOMER

DATE	VOUCHER NUMBER	VOUCHER NUMBER	THE SUM OF	AMOUNT
7-[illegible]	6389	7-692	GREYVAN LINES INC. 98.24	98.24

PAY TO THE ORDER OF

M. R. PARSLEY
1518 DRAPER ST.
INDIANAPOLIS, IND.

CITY NATIONAL BANK
AND TRUST COMPANY
OF CHICAGO

GREYVAN LINES, INC.
DISBURSING ACCOUNT

[redacted]

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2

HOUSEHOLD GOODS—MOTOR CARRIERS

THIS SHIPPING ORDER must be legibly filled in, in carbon, and forwarded with the shipment.

Agent's No. _____ Shipper's No. 11566-2

GREYVAN LINES INC., 1338 So. Michigan Ave., Chicago, Illinois

Received, pursuant to Order for Services (if any) and subject to the classifications and tariffs, rules and regulations in effect on the date of the issue of this Bill of Lading.

Issued at _____ Date _____ 19__

From A. B. Figgins,

Address 910 Phillips Street, Floor _____

City Yellow Springs, State Ohio

The property described below (contents and conditions of contents of packages unknown) consigned and destined as shown below, which said company (the word company being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry to destination indicated below, if within the scope of its lawful operations, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed, as to each carrier of all or any of said property over all or any portion of route to destination, and as to each party at any time interested in all or any of said property, that every service to be performed hereunder shall be subject to all conditions not prohibited by law, whether printed or written, herein contained, including the conditions on back hereof, which are hereby agreed to by shipper and accepted for himself and his assigns.

Consigned to A. B. Figgins,

Address 186 N. Oakland, Floor _____

City Arlington, State Va.

Delivering Carrier Greyvan Lines, Inc. I. C. C. No. MC14788

Subject to Section 7 of conditions, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement:

The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

(Signature of consignor.)

DESCRIPTION OF PROPERTY	WEIGHT (Subject to Correction)	RATE	CHARGE
H.H.Goods - as per inventory attached			

Class I Table A Rates Apply

All advances and lawful charges must be paid in cash, money order or certified check before carrier delivers or relinquishes possession of the property, unless otherwise indicated below by carrier.

ARTICLE	Excess Value
None	

Total Excess Value _____

C.O.D.

Received $ _____ to apply in prepayment of the charges of the property described herein.

Agent or Driver

Per _____

(The signature here acknowledges only the amount prepaid)

NOTE: Shippers are required to state specifically in writing the agreed or declared value of the property.

The agreed or declared value of the property is hereby specifically stated by the shipper to be not exceeding $ .30 per pound, per article.

The shipper hereby declares valuations in excess of the limit set forth above as shown opposite on specific articles:

GREYVAN LINES, INC.

Shipper Mrs. A. B. Figgins

Per [illegible] Agent H R Perley

WEIGHT CERTIFICATE

(See Summary For Net Weight of Load)

Certificated weights of vehicle before and after loading are as shown below:

Date 6/1/41 19	Date 6/2 19 41
TARE WEIGHT: 17350 Lbs.	GROSS WEIGHT: 24980 Lbs.
Weighmaster [illegible]	Weighmaster [illegible]
Scale Owner City Dept Scales	Scale Owner [illegible]
Location of Scales (Address) West Main	Location of Scales (Address) [illegible]
City Dayton State Ohio	City [illegible] State [illegible]

6Q12878

NET WEIGHT SUMMARY

Gross Weight 24980

Tare Weight 17350

Net Weight 7630

This is to certify that the above is the correct weight of this shipment.

Van No. 200

H R Perley Trackman

Plffs X-03

GREYVAN

GREYVAN LINES, INC.
CHICAGO, ILL.

INSTRUCTIONS TO TRUCKMAN

Van No. 700 Driver Parsley Shipper A. B. Figgins Order No. 11566-2

Cu. Ft. 1000 Issued at Dayton, O. Date 5/31/41 Received by Truckman: Date Time

SPECIAL INSTRUCTIONS TO DRIVER:

Make inventory very carefully. Have shipper sign B/L.

Secure certified weights and record on Bill or Lading in the regular manner.

~~Plffs X-03~~

CORRECT RATE WILL BE FOUND ON PAGE #25 - TARIFF #14 SECTION 2, CLASS 1, TABLE A.

Chas F Allen
% Silver Mfg Co
1703 N. Main St

LOADING

Date Time Promised Shipper

City Yellow Springs, State O.

Street 410 Phillips Street, Floor

Date Actually Loaded

Hour Started Loading A.M. P.M. Hour Finished A.M. P.M.

Helpers

If Delayed Loading Give Reason

Name of Branch Representative at Loading Point

UNLOADING

Date Hour

City Arlington, State Va.

Street 125 N. Oakland Floor

Arrived Destination—Date 6/3/41

Date Unloaded From A.M. To A.M. P.M. To P.M.

Helpers

If Delayed Unloading Give Reason

IMPORTANT

MAIL CARD TO GENERAL OFFICE SHOWING NET WEIGHT AND ANY ADDITIONAL CHARGES TO BE MADE TO SHIPPERS.

IF UNABLE TO UNLOAD AS SCHEDULED ADVISE DISPATCHER BY WIRE.

IF WE MAINTAIN OFFICE OR AGENT IN CITY WHERE UNLOADING TELEPHONE SAME ON ARRIVAL.

AFTER UNLOADING REPORT TO: Washington — In Person / By Wire / By Telephone

X **COLLECT (See Freight Bill for Charges)**

BILLED TO:

Unless otherwise stated above you are to accept Cash, Certified Check, Bank Draft, or Money Order payable to Greyvan Lines, Inc, only before unloading.

By A. E. Hammond, Office Dayton, O.

Freight Bill Computed By .....

Freight Bill Checked By .....

Name of Branch Representative at Unloading Point .....

COLLECTION RECEIVED: AMT. $ 304.10

Denote how Payment Received Cash

Invoice Received O.Ked and Forwarded to G. O.

See Service Report

See Letter Attached

Signed .....

Office ..... **Date** 6/4, 194

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by a separate check each month at the same time the Truckman's monthly statement is issued.

The additional bonus of ½ of 1% of transportation charges set out under Item 7d, will be paid to any truckman who has earned the maximum bonus of 2½% of transportation charges for any period of three consecutive calendar months. This bonus when earned will be paid to the truckman at the same time as his monthly bonus is paid.

When the truckman has earned the additional bonus he will continue to receive the additional bonus monthly until he fails to receive the maximum bonus in any calendar month.

When the truckman fails to earn the maximum monthly bonus of 2½% for any calendar month he must then earn the maximum bonus of 2½% for three consecutive calendar months before he becomes eligible for the additional ½ of 1% bonus.

26 *Plaintiff's Exhibit J*

STATEMENT SHOWING TRANSPORTATION REVENUE AND GROSS CONTRACT EARNINGS OF GEORGE BOSSERT, A CONTRACT TRUCKMAN

Vehicle approximately 1,325 cubic feet

Period from March 1941 up to and including April 1943

Month	Transportation revenue at tariff rates	Gross contract earnings
1941		
March	$1,496.80	$811.67
April	1,894.69	1,005.56
May	1,461.43	885.76
June	1,427.06	864.90
July	1,648.79	885.24
August	2,565.25	1,382.71
September	2,188.14	1,161.54
October	1,549.85	828.48
November	2,171.91	1,218.07
December	1,079.54	634.10
Total 1941	17,483.86	9,678.03
1942		
January	2,286.71	1,242.49
February	1,771.42	952.28
March	2,485.39	1,360.68
April	2,815.92	1,546.17
May	3,207.76	1,720.58
June	2,807.28	1,569.40
July	457.83	242.65
August	3,005.98	1,658.42
September	2,889.96	1,570.68
October	2,384.81	1,368.01
November	2,233.91	1,186.91
December	2,438.66	1,368.90
Total 1942	28,785.63	15,707.27
1943		
January	1,815.28	993.49
February	2,885.41	1,595.04
March	1,187.24	628.69
April	2,791.29	1,516.07
Total 1943	8,679.22	4,733.29
Grand total	54,948.71	30,118.59

27 *Plaintiff's Exhibit K*

STATEMENT SHOWING TRANSPORTATION REVENUE AND GROSS CONTRACT EARNINGS OF MAX PARSLEY, A CONTRACT TRUCKMAN

Vehicle approximately 1,325 cubic feet

Period from January 1941 up to and including April 1943

Month	Transportation revenue at tariff rates	Gross contract earnings
1941		
January	$1,415.36	$788.37
February	1,250.22	690.37
March	1,662.93	919.67
April	1,347.05	754.08
May	1,367.80	746.36
June	1,256.42	650.82
July	2,049.22	1,094.82
August	2,080.19	1,103.95
September	2,183.86	1,210.20
October	1,463.53	798.85
November	1,925.44	1,042.51
December	1,459.29	807.56
Total 1941	19,691.12	10,612.60
1942		
January	1,145.11	651.34
February	1,971.84	1,105.91
March	2,000.72	1,125.07
April	1,664.75	910.64
May	3,137.26	1,716.44
June	2,794.05	1,505.50
July	2,580.82	1,395.00
August	1,493.34	796.37
September	1,919.58	1,024.79
October	2,695.02	1,451.01
November	2,240.10	1,214.85
December	1,092.49	600.83
Total 1942	24,742.21	13,497.85
1943		
January	1,789.34	963.08
February	1,965.53	1,066.35
March	2,084.17	1,136.36
April	2,652.88	1,438.92
Total 1943	8,491.92	4,604.73
Grand total	52,925.25	28,715.27

28 *Government's Exhibit 1*

GREYVAN LINES, INC., MANUAL FOR TRUCKMEN

INTRODUCTION

The purpose of this manual is to give the truckmen of Greyvan Lines a clear and concise picture of the proper methods to follow in their operations. The manual will, of course, fail in its purpose if truckmen do not read it thoroughly, refer to it frequently, and follow all instructions diligently.

No rule or regulation has been included which to our knowledge, is not to the best interests of the Company and entirely reasonable.

The Company sincerely trusts that this manual will assist our already fine organization of truckmen to render an even more efficient service.

29 CONTENTS

The contents of this book are divided into nine sections, which are listed below in numerical order.

Each section has several subheadings for easy reference. These are listed in alphabetical order under the various sections on the pages immediately following:

1. General Rules.
2. Procedure.
3. Special Information.
4. General Maintenance.
5. Inside Equipment.
6. Care of Truck—Physical.
7. Safety Rules.
8. Credit Cards.
9. Lists of Offices, Agents and Parking Lots.

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See second page of Section 9 for alphabetical list of states.

33

LOYALTY

If you work for a man, in Heaven's name work for him. If he pays you earnings that supply your bread and butter, work for him—speak well of him—think well of him—stand by him and stand by the institution he represents.

I think if I worked for a man I would work for him. I would not work for him a part of the time and the rest of the time against him. I would give an undivided service or none. If put to the pinch, an ounce of loyalty is worth a pound of cleverness.

Author Unknown.

The malcontent—the grumbler—is not only a misfit but a reflection on the character of the organization of which he is a part and on every coworker. He usually lacks the moral courage to face the facts, admit his own shortcomings and discusss his problems or complaints with those who can solve or satisfy them. He broods, lacks self-confidence, and develops an unwarranted feeling of injury with thoughts of vengeance. He becomes uncertain of friend and foe—unfair to himself and others—a betrayer of himself and coworkers—a Coward.

Loyalty is a product of mutual confidence and respect—a sameness of interest and purpose.

Don't worry yourself and other Truckmen or employees with your problems and difficulties—take them up fairly and frankly with the department heads in the General Office. You will receive every courtesy and consideration.

Be Loyal and Wear the Smile of Satisfaction

34 SECTION 1—GENERAL RULES

The following pages contain General Rules of the Company and should be read very carefully and at frequent intervals. No criticism will befall a truckman who follows these rules and regulations carefully.

35 GENERAL RULES

1. Duties.—Truckmen's duties are prescribed by the rules herein contained and such additional orders as may be hereafter issued by the General Office. If in doubt as to the meaning of any rule, the driver should immediately apply to the nearest office for explanation. Ignorance of the law or of any rule of the Company will not be accepted as an excuse.

2. Manual Changes.—This book contains the fundamental rules. When changes in the instructions outlined in this manual are necessary, they will be issued by the General Office to all drivers. The changes will be accompanied by instructions as to where they are to be placed in the manual.

3. General Letters.—Special conditions require bulletins and general letters to be issued from time to time. These will be issued by the various departments of the General Office to each truckman. These are issued from time to time as general reminders of instructions or special instructions to cover temporary conditions. They will not be filed in the manual but may be destroyed after the driver has noted the contents.

4. Obedience of Laws.—Truckmen must be familiar with and obey all laws and traffic regulations regarding the operation of motortrucks in the various cities, counties or states in which they may be operating, and the rules and regulations issued by the I. C. C.

5. Conflict Between Laws and Rules.—No rule will be promulgated that is in conflict with law, but in some instances rules may be more strict than the legal requirements and truckmen must therefore, be familiar both with the laws governing the operation of their vehicles as well as the rules of the company on the same subject.

6. Truckmen's Responsibility.—The truckman is held responsible for:

A. The strict observance of all rules and instructions that may be issued.

B. Safe operation of the truck.

C. The proper handling, packing, and protection of all shipments which we haul.

D. The proper maintenance of the truck and other equipment issued to him.

E. The proper completion and forwarding of all reports, forms and papers that the company may prescribe.

36 F. The truck being clean and orderly both inside and outside.

G. The making of proper accident reports when required.

H. All monies intrusted to his care including advances and collections.

I. The conduct and appearance of his helpers when on duty.

J. Prompt and detailed reports on any matters of interest to the company.

7. Physical Examination.—The Company may require any driver to submit to a physical, or other examination at any time.

8. Attitude.—It is expected that at all times the attitude and conduct of the driver will be in the best interest of the Company. Any suggestions or complaints should be presented in writing or in person at the General Office where the matter will be given full consideration.

9. Union.—Truckman must be a member in good standing of the A. F. of L. Van Driver's Union Chicago Local #711.

10. Uniforms.—The company has adopted a uniform consisting of Greyvan Blue Uniform cap, jacket, trousers, or breeches, and Greyvan Gray uniform shirt, all to be worn with black necktie, belt and shoes or boots.

11. Cleanliness.—Truckmen and helpers must report at loading and unloading points cleanly shaven and with clean and neat clothing.

12. Intoxicants.—No truckmen shall come on duty under the influence of even one drink of alcoholic liquor or beverage, nor shall any truckman drink any alcoholic liquor or beverage while on duty, nor carry alcoholic liquor or beverage on his person. Intoxication while on duty will be cause for immediate dismissal.

13. Personal Matters.—The mental attitude of the truckman, his freedom from unusual cares and worries, is important in the satisfactory performance of his duties. For this reason the Company objects to truckmen having continual domestic troubles, outside business worries, attachment suits, garnishments, assignments of wages, and other personal difficulties when it appears that because of such troubles the truckman is not free to devote his entire attention to his duties.

14. Women on Vans.—No woman, whether wife, sweetheart, mother, sister, daughter, or "hitch-hiker" is allowed on any van at any time. Not only do Insurance Companies prohibit this, but it is also illegal in many states.

15. Conduct.—Truckmen and helpers must be diplomatic, courteous and tactful in dealing with shippers and others. The Company expects truckmen and helpers to be gentlemen at all times. Truckmen are not to smoke while in the shipper's home, nor inside of the van.

37 16. Changing Drivers.—No truckman may turn his van over to his helper or other person without specific authority from the General Office.

17. Helpers.—Truckmen must see that all helpers abide by the rules contained herein. Whenever helpers are hired by a truckman, he shall employ members in good standing of Local Unions of the International Brotherhood of Teamsters, Chauffeurs, Stablemen and Helpers of America, who are duly qualified to perform such services, whenever they are available, and shall pay his said helpers the prevailing rate of pay of Local Unions. Whenever any truckman is operating into or out of any location where a strike condition exists effecting his operation, he must first contact the proper representative of the Union in that section, explain to him your actual business at that point and your

desired operation and obtain from him complete instructions and abide strictly thereto. No one may ride on Company owned vans except men hired by the Company and assigned to the van, except helpers riding locally between parking lot and loading or unloading point.

18. Company Drivers.—When there is a packing or unpacking job to do on an order which they are handling, and they have sufficient time, it is logical to expect that they do this. Any advance given for this purpose is to be charged to them in the regular way and entered on their Truckman's Weekly Report. Any expenditure by them for packing materials or help is likewise to be entered on these reports, and receipts obtained for all expenditures in the regular manner. When drivers of Company trucks are on parking lots and have time available, namely time over and above that necessary to properly take care of their own truck and equipment, it is expected that they will help other Company drivers in loading and unloading, without additional compensation.

19. Parking Lots.—Truckmen must patronize and be available only at parking lots designated by the Company. Each van shall purchase as much gas as possible at designated lots.

20. License Plates.—Display only the regular state license plate for the van, together with the I. C. C. plates and the individual plate necessary for that state in which van is traveling. Carry all plates, not in actual use, inside the van.

21. Obligations.—The truckman will not incur any obligation in the name of the Company, nor open any charge accounts in the name of the Company, whether for repair, maintenance or operation of his truck, or otherwise, without written consent from the General Office of the Company first had and obtained in each instance.

22. Time Off.—Under no circumstances are Truckmen to take time off at home or elsewhere except on authority of the General Office.

23. Routing.—On all trips the driver is to take the most practicable route between the two designated points except as otherwise dispatched.

38 24. Driving Vehicles of Shippers or Others.—All drivers are forbidden to use or drive the vehicles of shippers or others for any purpose in connection with the Company's business. Such activity is not only ill advised but is definitely beyond the scope of the "Truckman's Agreement" or employment by the Company.

25. Interior or Cab.—The interior of the cab is to be neat and orderly. There are to be no postcards, pictures of nudes, souvenir pennants, etc., in the cab. Any curtains in the windows of the cab are to be plain blue or white.

26. Painting and Lettering.—Only authorized paint, color; design, and lettering are to be used.

27. Being on Time.—We cannot stress too strongly the great importance of being on time to load or unload. If the Truckman reports late, the shipper will be disgruntled, and he will find his job much more difficult. Should there be any delay due to unforeseen circumstances, be sure that the proper parties are advised.

28. Deadheading.—Schedules for deadheading are as important as schedules when Truckman is handling a shipment. Should there be any delay en route, proper parties must be advised. Truckman cannot, of course, expect to load at 8:00 A. M. in the morning if he reports for Instructions at 8:00 A. M. He should be sure to receive Instructions in sufficient time to make all necessary arrangements for proper help and loading.

39 SECTION 2—PROCEDURE.

The following pages outline the procedure to be followed from the time the truckman receives instructions to load (Instructions to Truckman) until he finishes his job and prepares for the next shipment. Truckman should be fully acquainted with every phase of this important work and should review these instructions from time to time to see that they are followed very carefully.

40 1. Securing Instructions to Truckman.—When truckman is scheduled to load, he will receive Instructions to Truckman and other supporting papers which include Inventory form in duplicate, Bill of Lading in quadruplicate, Freight Bill in duplicate, Service Report, postal card for weight information, and Packing Order (when necessary).

Instructions to Truckman and other papers may be secured:

a. From the local office.

b. From the local agent.

c. By wire.

In cases where instructions are received by wire, truckman must complete Bill of Lading and other papers and Instructions to Truckman will be mailed to him at destination.

The Instructions to Truckman will show the loading date and unloading date as well as other pertinent information such as order number, name of shipper, size of load, where and how to report after unloading, etc.

Truckman will be given their Instructions to Truckman so that loading schedule may be met. Should there be any delay, truckman is to advise the local office or Dispatcher, as the situation may require.

2. Checking Instructions to Truckman.—It is the duty of the truckman to review the Instructions to Truckman very carefully to see that the schedule may be met and to understand full details regarding the shipment, such as time required to reach loading point, floor, and nearest route, number of heavy pieces such as pianos, refrigerators, etc., and size of shipment so as to determine the number of helpers necessary.

As soon as Instructions to Truckman are received, truckman will make necessary arrangements to reach loading point at time scheduled.

3. Securing Tare Weight.—Tare weight must be secured and entered on the Bill of Lading in the space provided before loading. Tare weight is determined as follows:

a. Tare weight is the weight of the vehicle with no shipment on board and without the crew, but with a full gasoline tank and fully equipped with pads, etc., or

b. Tare weight for part loads is the weight of the equipment as before, plus weight of the shipment or shipments on board.

A scale directory has been furnished to all drivers giving the locations of scales in various parts of the country. Local offices and agents will assist in determining the nearest available scale.

41 4. Presentation at Shipper's Home.—The truckman only will approach the shipper while his helpers are opening the van and preparing it for loading. He must explain to the shipper how he is going to handle their move. He should explain that he will be in complete charge of the van at all times and will be glad to cooperate in any special request that the shipper may make. He will explain the matter of making the Inventory and proceed at once. (See Paragraph 13.)

5. Making Inventory.—Follow carefully instructions as outlined in section referring to Inventory.

6. Checking Refrigerator.—Truckman must see that every make refrigerator has been properly serviced. If refrigerator has not been serviced, there are several procedures to follow:

a. If in a city where we maintain an office or agent, arrange with them to immediately service the unit.

b. If he is in a city where we do not maintain an office or agent, arrange with the local service man to properly service the refrigerator, or he may service same if he understands how to properly perform the work. THIS IS IMPORTANT. Be sure trays and racks are removed and packed or fastened tightly.

7. Checking Packing.—Truckman should see that all packing services have been properly performed. He should not take any chance of handling articles such as plate glass tops, fragile, un-

framed mirrors, lamp shades, clocks, etc., unless same have been properly prepared for shipment. If packing service has not been properly performed, call local office or agent and see that the balance of the packing is done. If no local office or agent is available, either arrange with shipper to do the additional packing or he must pack the goods to properly protect them. For this purpose, all truckmen should carry at least one small, one medium, and one large collapsible carton at all times.

8. Placing Stickers on Containers.—Shipments packed by regular Greyvan packers will bear large oval stickers indicating the order number, shipper's name and contents. There will also be stickers to indicate "GLASS," "LAMP SHADES," "FRAGILE," "THIS SIDE UP." If any carton, barrel, box, crate, or other container which does not bear a large oval label indicating that the packing has been done by Greyvan, place thereon a small oval label showing the order number and shipper's name, indicating that the packing has been performed by the shipper.

9. Placing of Protective Coverings.—While truckman is completing the Inventory, his helpers will place various protective coverings such as mattress, covers, piano covers, refrigerator covers, davenport covers, etc. These special coverings will be placed on the furniture before the items are removed from the residence but after such items have been listed on the Inventory.

42 10. Port-O-Robe.—If Port-O-Robe service has been specified, garments will be carefully placed in the Port-O-Robe so that they will not be mussed.

11. Other Preparations.—Mirrors will be removed from dressers, etc., pictures from walls, bed taken apart, and any necessary items dismantled. Casters, screws, and other small removable objects will be placed in a small bag and attached to the item from which they were removed.

All rugs must be rolled and properly packed in the van so that they will not crease.

12. Loading and Checking.—The truckman will load his own van and designate the pieces to be brought to him by the helpers. No items are to be left unprotected in hallways, alleys, or on the lawn. As nearly as possible, the driver should request only those pieces to be brought to the van which may be immediately placed therein. If an item cannot be packed at once, it should be placed where it is properly protected. When it is thought that all items have been removed, the truckman must personally check the attic, basement, garage, store rooms, closets, built-in cabinets and drawers, behind all doors, shelves, and elsewhere to make absolutely certain that nothing has been overlooked.

13. Checking With Shipper.—Before leaving, truckman should be sure to discuss with shipper:

a. Expected unloading date and time as scheduled by the Dispatcher.

b. Ascertain if unloading address is correct.

c. Ascertain how to get in touch with shipper at destination.

d. Determine how shipper will pay charges and how payment will be made if the shipment is C. O. D.

e. Any special requests of shipper.

14. Bill of Lading.—The Bill of Lading is a very important document and must be properly handled.

a. All copies of the Bill of Lading must be signed by shipper and driver.

b. All information must be completed.

c. All copies must show tare weight.

d. Gross weight and net weight will only be shown on the last three copies.

e. Original copy is to be given to the shipper.

43 f. 1. The remaining three copies will be turned in to the General Office on billed shipments, but

2. Fourth copy will be delivered to shipper with original receipted copy of Freight Bill on C. O. D. shipments.

15. Securing Gross and Net Weight.—The gross weight is the total weight of the vehicle and shipment or shipments thereon. It is preferred that the gross weight be determined on the same scale as the tare weight was secured, but this is not absolutely necessary. Certified weigh master must enter the gross weight on all copies of the Bill of Lading. The net weight of the shipment is determined by deducting the tare weight (weight before loading) from the gross weight (weight after loading). Net weight is the basis on which the transportation charges are determined.

16. Determining the Rate and Completing Freight Bill.—The truckman will have received the Freight Bill in duplicate with his Instructions to Truckman, but should carry a small supply to be used in emergencies. The Freight Bill must show the charges for all services rendered as well as the gr[illegible], tare, and net weights. Usually when the Freight Bill is received by the truckman it will be completed except for the showing on the Freight Bill the gross, tare, and net weight, the computation of the transportation charges, and, where the truckman does packing, the packing charges and unpacking charges will have to be completed by the truckman in addition to the total of the Freight Bill.

When a shipment has been loaded and weighed the truckman will, if at all possible, without delay call at the office, or agent,

and have the Freight Bill completed. If, however, it is impossible to make a personal call at the office, or agent, due to distance from the office, or agent, time of day, etc., the truckman will telephone the office, or agent, and they will furnish the weight per hundred pounds and the transportation charges together with the total amount of the Freight Bill. Upon receipt of this information the truckman will complete the Freight Bill by showing the gross, tare, and net weight in spaces provided (taken from the Bill of Lading weight certificate). Enter the net weight and rate per hundred pounds and total transportation charges in line provided for transportation. Then enter total charges of Freight Bill in spaces provided. This completes the billing of a C. O. D. shipment.

If a truckman finishes loading after office hours, he may contact an office or agent en route between origin and destination, or if there is an office or agent at destination, he may contact that office or agent who will furnish the rate per hundred pounds and the total transportation charges. Truckman should also ask office or agent to check his addition of the total charges. Truckman should likewise check the transportation charges when given over the phone to be sure that there has been no error in entering the figures. If there is no office or agent that can be contacted at loading point, en route, or destination, the truckman should wire the General Office for the charges. This wire should show the order number, name, and net weight of shipment, and where the reply is to be sent. For example, assuming truckman is wiring from Joplin, Missouri, regarding order number 2000 Jones, which carries the net weight of 6,500 pounds and he desires the reply to be sent in care of Western Union. His wire should read: "Net weight 6,500 pounds Jones order 2,000 wire care Western Union Joplin, Missouri."

The General Office will reply and advise him the rate per hundred pounds and total transportation charges.

When completing a C. O. D. Freight Bill be sure that carbon is used to that the duplicate copy will show the charges that were made to the shipper. There can be no exceptions.

When payment is received by truckman he will receipt both copies of the Freight Bill and give original receipted copy to shipper together with the 4th copy of the Bill of Lading. The 4th copy of the Bill of Lading is necessary since it gives the shipper the weight of the shipment.

The handling of billed shipments is entirely different from C. O. D. When a shipment is to be billed the Freight Bill will be made out by the Branch in the same manner as C. O. D, and two copies delivered to the truckman. Truckman need only obtain the signature of the shipper on both copies of the Freight Bill as billing

will be completed by the General Office. Both copies of the Freight Bill and three copies of the Bill of Lading must be sent to the General Office with the other papers.

17. Postal Card.—With each set of instructions truckman will receive a postal card. This card is to be filled in as soon as he has secured the net weight of the shipment. Complete all details and mail the card to the General Office immediately. A small supply of these cards must be carried at all times to be used in emergencies where the card has not been furnished with Instructions to Truckman.

Unless the card is mailed promptly to the General Office giving the information requested, truckman will not receive credit on his monthly statement on the date loaded. It will also hold up commissions to salesmen and agents.

18. Advising Shipper of Charges.—On C. O. D. orders the shipper may desire to know the amount he is to pay at destination so that he may have funds available for this purpose. It is important that proper arrangements be made to notify the shipper as early as possible as to the exact charges.

1. When the transportation charge is determined by the office or agent and the shipper desires to know the charges, that office or agent should advise the shipper by telephone or wire, if necessary, of such charges.

2. If charges are determined by wiring the General Office, then the truckman should notify the shipper upon receipt of the charges in whatever manner the shipper has requested such information.

45 19. Proceeding to Destination.—Truckman should proceed enroute to destination as quickly as possible after loading. However, no truckman is to leave point if he has space available until

a. Notifying the local office, if any, and receiving instructions to proceed.

b. Wiring the Dispatcher if there is no local office advising him space available and awaiting his advice.

Truckman must proceed via the most direct route from loading point to destination unless otherwise instructed by the Dispatcher. Truckman must observe the unloading date as specified on the Instructions to Truckman or by the Dispatcher and arrive at destination so as to be prepared to unload on or before 10 a. m. of the unloading date specified. Schedules must be met as specified by the Dispatcher or proper notification must be given.

20. Delay Enroute.—Should truckman be delayed enroute and unable to arrive at destination before 10 a. m. of the unloading date, the Dispatcher must be advised. Such information must,

of course, be sent prior to the time as scheduled to unload. When the Dispatcher is advised of a delay, he must always be advised of the arrival time at destination. Should there be a second or third delay, Dispatcher must likewise be notified in time to make necessary changes in schedules.

21. Arriving Ahead of Schedule.—Should truckman find that he can arrive at destination earlier than called for in his schedule, he is likewise to advise the Dispatcher of such earlier arrival in order that he may make necessary schedule changes.

22. Arrival at Destination.—a. If we have an office at destination, report to the office before unloading if possible. If office is not open, proceed to unloading point but telephone office not later than 9 a. m.

b. If unloading in a city where we maintain an agent, truckman may communicate with the agent securing help from him if necessary and make arrangements with the shipper to unload.

c. If no office or agent, communicate with the shipper immediately and arrange unloading.

46 23. Reporting from Destination.—a. If we have an office at destination, of course, instructions will be issued from that point.

b. In all other cases, truckmen will report to the General Office by wire when arrangements have been made for unloading but before actually unloading. Such report will be made by Tourate message similar to the following: "Arrived 8 a. m. leaving " p. m."

By the time unloading is actually completed, Dispatcher will probably have instructions at the telegraph office for him, but under no circumstances will truckman leave until he has instructions from the Dispatcher.

24. Collections.—If collection is to be made, truckman may only accept such collections in the form of cash, certified check, bank draft, or money order payable to Greyvan Lines, Inc., unless otherwise instructed. In case shipper has had draft or money order made payable to himself, be sure that same is properly endorsed on reverse side payable to Greyvan Lines, Inc. When collection is received, receipt original Freight Bill in space provided and give the original copy with the fourth copy of the Bill of Lading to the shipper. Personal checks are not acceptable. If truckman has taken proper steps in consulting shipper at time of leaving loading point; there will be no difficulty involved in making collection.

25. Unloading.—Find out from shipper how he desires various items placed. Proceed with unloading swiftly but carefully. Place articles in rooms directed by shipper. Be sure to leave chair covers, mattress covers, and other special equipment on the various pieces until they have been placed in the residence. Lay the rugs, replace mirrors, and assemble furniture.

26. Unpacking.—Unpacking is to be done as specified in Freight Bill or may be done if shipper wishes to pay for same and add to Freight Bill.

27. Checking Inventory.—Follow carefully instructions as outlined in section referring to Inventory.

28. Completion of Job.—The truckman's job is not completed until he has ascertained from the shipper as to whether or not he is entirely satisfied with his shipment. If there are any damages, same must be reported as specified in this manual under "Damage Claim."

The truckman should then very courteously thank the shipper for the privilege of having served him and wish him lots of success and happiness in his new home, and supply him with the address of our local office, agent or General Office.

47 29. Service Report.—The Service Report must be completed by the truckman on every shipment. If shipment has been handled satisfactorily in every respect, he will so report. If there are any damages or other complaints, complete details must be given. This report may also be used in addition to the above for the shipper to make any written report regarding our service.

30. Completing Instructions to Truckman.—When shipment has been unloaded, truckman will insert time he unloaded and the names of his helpers. At the same time truckman is to check over all papers and see that they have been properly completed.

31. Turning in Instructions to Truckman and Supporting Papers.—Immediately after unloading in a city where we have an office, the Instructions to Truckman, all supporting papers, and collection, if any, are to be turned in to that office just as quickly as possible. In cases where truckman unloads where we do not have an office, Instructions, supporting papers, and collection, if any, must be immediately sent to the General Office in Chicago. Do not turn in any papers or collections to agents.

Truckman are held personally responsible for monies which they collect, therefore they should see that the money is either turned in to the local office immediately or mailed to the General Office. A TRUCKMAN MUST NOT TAKE CHANCES BY CARRYING COLLECTIONS ON HIS PERSON ANY FURTHER THAN BETWEEN THE SHIPPER'S RESIDENCE AND THE OFFICE, BANK, OR POST OFFICE.

32. Preparing for Next Shipment.—As soon as the shipment has been unloaded and the truckman has turned in his papers or sent them to the General Office, he is to immediately prepare for the next shipment. This means first of all, checking the mechanical condition of the equipment and seeing that the truck is washed.

After this, he will see that his personal appearance is in order and he is in communication with the local office or Dispatcher at General Office.

48 SECTION 3—SPECIAL INFORMATION

The following pages include special information on various subjects. We have gone into considerable detail to explain these matters carefully. These pages include details regarding the handling of such items as listed below:

Bill of Lading.
Claims.
Freight Bill.
Furniture—loading and unloading.
Government Shipments.
Helpers.
Inventory.
Packing.
Presentation to Shipper.
Preparation for Loading.
State Regulations.
Tariff Questions and Answers.

49 HOW TO MAKE OUT A BILL OF LADING

1. Importance of Bill of Lading.—The Bill of Lading is the most important of all papers in connection with a shipment as it is the contract between the shipper and the carrier (our company). Therefore all information on the Bill of Lading must be accurate and the instructions set out hereinafter must be followed without exception.

2. Making Out Bill of Lading.—When the Instructions to Truckman covering a move is being made out the Branch or General Office (if agents order) will make out a Bill of Lading in quadruplicate leaving open those items that must be completed by truckman.

3. Agents No.—Enter our order number in this space.

4. Issued at.—Bill of Lading must be issued at point of origin so fill in this space by entering the city and state of origin.

5. From.—Enter shippers full name in this space.

6. Address—Origin.—Enter street address at point of origin.

7. Floor.—Enter the floor from which shipment is moved.

8. City and State.—Enter the city and state from which the shipment is moved.

9. Consigned to.—Enter the name of consignee on this line. Usually the shipper will be the consignee but a shipper may have

a shipment consigned to another individual or company at destination in which case this space would show the name of the individual or company to whom the shipment is consigned.

10. Address and Floor.—Fill in destination street address and floor.

50 11. City and State.—Fill in destination city and state.

12. Delivering Carrier.—Fill in "Greyvan Lines, Inc." in this space except in those cases where shipment is taken for a destination beyond the scope of our operation and the shipment is turned over to another carrier for delivery.

13. I. C. C. No.—Show Docket #14786 in this space.

14. Description of Property.—(a) Fill in description that describes the property being transferred. For example: If a shipment of household goods (Class 1 Shipment) released at 30¢ per pound per article or less is being transported the description would read, "Household Goods per Inventory Sheets attached." Class 1, Table A rates apply.

(b). If a class 2 or 3 shipment is being transported the description must be such that it describes the shipment such as office equipment, hospital equipment, etc. All descriptions must refer to "Inventory Sheets Attached."

15. Weight, Rate, and Charge.—It is not necessary to fill in these spaces.

16. All Advances, Etc.—Fill in this space only when shipment is to be billed in which case show the word "Bill" and the name and address of the company to be billed.

17. Received $, Etc.—Fill in the amount of prepayment that has been received on the order. Branch manager should sign in space provided. If prepayment is made to driver he must sign in this space.

18. Released Value.—Fill in released value which shipper has agreed to by signing Order for Service.

19. Excess Declared Value.—Enter in this space any items which shipper has declared an excess value as taken from Order for Service.

51 20. Weight Certificate.—(a) Before loading a shipment truckman will have truck weighed with all equipment thereon, gas tank full, and without crew. This weight establishes the tare weight of the shipment.

(b) Weighmaster must then complete the tare portion of the weight certificate by entering thereon the information called for by the weight certificate.

(c) Truckman must see that all four copies of Bill of Lading with carbons inserted are given to the Weighmaster so that they will all show the certification and proper weight.

21. Government Weight Slips.—Since the government requires additional copies of weight slips a separate weight slip is being provided so that truckmen can obtain the necessary copies to be furnished the government. On each government load Branch or General Office will attach necessary additional copies of weight slips and the truckman must see that they are made out and signed by the Weighmaster in addition to getting the necessary weights certified on the Bill of Lading. If truckman is handling a government shipment and he fails to receive the additional weight slips he should make out the necessary weight slips from the copies he carries and have the slips certified by the Weighmaster at the time the shipment is weighed.

22. Signing Bill of Lading.—(a) When shipment has been loaded truckman will present the Bill of Lading for signature. Shipper (husband or wife), or an authorized agent of the shipper must sign the Bill of Lading. Truckman will then sign the Bill of Lading and deliver the original copy to the shipper as a receipt for the property.

(b) If shipper's agent signs Bill of Lading, for his own protection he should sign in space headed "Subject to Section 7" as this relieves him of all responsibility for any charges in connection with the shipment.

23. Gross Weight.—(a) As soon as possible after loading truckman should have the shipment weighed. (Preferably on same scales that tare weight was weighed.) Have gross weight certificate filled out (3 copies only) and signed by Weighmaster.

(b) Truckman will complete certificate by signing in space provided and filling out weight summary.

24. Bill of Lading Copies.—All 3 remaining copies of Bill of Lading will be carried by the truckman and turned in with his instructions if shipment is billed. If shipment is C. O. D. the 4th copy will be delivered to shipper and #2 and #3 copies turned in with instructions. General Office will make proper distribution of copies.

51a 25. Constructive Weight.—(a) While it is provided that where there is no scale within 10 miles radius of origin a constructive weight of 7 pounds per cubic foot of properly loaded van space may be used in arriving at weight of shipment.

(b) Constructive weight is to be used only when there is no possibility of weighing shipment. When constructive weight is used truckman must enter on face of Bill of Lading the following statement: "Constructive Weight Certificate—Shipment occupies —— cubic feet of properly loaded van space. Constructive weight of shipment @ 7 lbs. per cu. ft. *Is* ——— lbs. Certified by ——— Driver."

26 Minimum Weight.—When a shipment is hauled under a minimum weight basis the Bill of Lading must carry the following statement: "Class —— shipment moving at minimum weight of —— lbs. Actual weight —— lbs."

27. Expedited Service.—When a shipment is moving under expedited service the Bill of Lading must carry the following notation: "Class —— shipment moving at minimum weight of —— lbs. Actual weight —— lbs.

28. Tare Weight When Part Load on Board.—When a part load is on board the tare weight for the second part of the load will be the gross weight of the first part load. In view of this if the truckman has Bill of Lading for second part load he can have the tare weight certified at the same time the first part load is weighed to obtain gross weight. (That is, after loading first part load.)

29. Important.—No shipment can be picked up without a Bill of Lading so each truckman must carry a supply of Bills of Lading and must be prepared to make out a Bill of Lading properly if for any reason he does not receive a Bill of Lading from Branch or General Office. The fact that truckman did not receive instructions with Bill of Lading attached does not relieve him from issuing Bill of Lading to shipper when shipment is picked up. There are no exceptions to this procedure.

52 TRUCKMAN

The name truckman is almost a misnomer for a man in Greyvan Service. He must not only be a good, safe driver, and a good mover, but neat, healthy, courteous, diplomatic, capable of maintaining records, and standing up under the hardships of the road.

Greyvan is proud of its personnel and does not hesitate to promise its clientele that in Greyvan Service they will receive the very best—the kind of service the ordinary company or ordinary company or ordinary truckman cannot produce.

53 CLAIMS

1. Carelessness.—Claims are practically all caused by carelessness. It is possible that a truckman may be judged almost entirely by the claims that he has or does not have. In other words, the Company cannot expect to maintain the services of any truckman who has frequent claims.

2. Causes and Prevention.—The causes of claims are so many and various that it is impossible to outline all causes herein. The majority of claims are for damages to furniture which may well be avoided by careful handling and packing. Packing claims are second and these are caused either by careless packing or by care-



less handling. Every container, whether packed by a Greyvan packer or the shipper, must be handled with care. Third, but most serious of claims, are those for lost items. Several methods have been devised which should prevent any losses whatever. First of all, the truckman must be sure that he has obtained every item of furniture or other household goods to be moved. This means that he must look in all closets, on closet shelves, in built-in cabinets, in the attic, basement, locker, garage, and behind doors. There is no excuse for leaving any article in the residence. Second, each and every item must be listed on the Inventory and checked off at destination. Third, part-load shipments should be so separated that there is no chance of mixing. Fourth, stickers are provided to identify containers, and tags which may be used for furniture. In view of the above, it would seem almost impossible, except in cases of undue negligence, to have any losses.

3. Advice to General Office.—Should there be a claim, it is important that the General Office be advised of all details, same being shown on the Service Report. Truckmen are furnished below with information regarding adjustments of claims.

4. Procedure.—Rule 28 of Tariff No. 9 reads as follows:

"(a) Any claim for loss, damage, or overcharge shall be in writing and shall be accompanied by original paid bill for transportation and original Bill of Lading, if not previously surrendered to carrier. Carrier may require certified or sworn statement of claim.

(b) Carrier shall be immediately notified of all claims for concealed damage and shall be given reasonable opportunity to inspect alleged concealed damage in original package."

This Rule Must be Observed in the Handling of Every Claim.

5. Truckman May Settle Claim.—If truckman has knowledge of a claim when making delivery, he may settle same if cash collection has been made and shipper has receipted Freight Bill and original Bill of Lading and shipper makes claim in writing
54 on the Service Report. Driver may then arrange for repairs or make cash settlement with shipper and have shipper sign a Release Form which must be sent to General Office or local office with Service Report and all other papers on this shipment. In case of making cash settlement, show on blank line at top of Release Form the amount of cash for which settlement is made. But if repairs have been authorized, cross out the words "the sum of" and insert on next line "satisfactory repairs to" (name articles which are being repaired). Be sure that balance of Release Form has been filled in, and that shipper has signed as well as a witness.

6. Truckman May Not Settle Claim.—If shipment is billed and claim is acknowledged by truckman, the shipper may present claim in writing on Service Report and follow up by seeing that paid Freight Bill and original Bill of Lading are forwarded to the local office or General Office.

7. Reporting Claims.—Truckman must also advise on Service Report all details regarding claim so prompt adjustment may be made. The way to avoid any difficulty regarding claims is, of course, to handle a shipment in such a manner that there will be no claims.

55 FREIGHT BILL

1. General.—(a) Freight Bill will be issued in triplicate. Two copies being delivered to the truckman and the 3rd copy to be forwarded to the General Office with the settlement information.

(b) When billing has been completed, the 3rd copy will be returned to the Branch for their file.

(c) In making up the Freight Bill the Branch will complete the invoice with the exception of the transportation charges, which will have to be completed after the weight of the shipment has been obtained. This, of course, means that the gross,

tare, and net weight, the weight per hundred pounds, and the total transportation charge will have to be completed either by the truckman or the General Office as set out below.

(d) The packing, if it is done by the truckman, will also have to be completed by the truckman or General Office. Ordinarily the packing charges can be completed by the Branch before the Freight Bill is given to the truckman, inasmuch as the packing will be done in advance. Packing will be billed in accordance with the packing performed as shown on the packing order.

(e) The information to be completed on the Freight bill is as follows:

2. Date.—This is date shipment goes in transit if C. O. D. If billed to a National Account this date will be left blank and General Office will insert date when Freight Bill is sent to shipper.

3. Our Order Number.—Show order number.

4. Your Order Number.—Shippers order number, if any.

5. I. C. C. Certificate Number.—Until further notice show Docket 14786.

6. In Brackets.—Show name and address of company to be billed on a billed shipment or shipper's name and address if C. O. D.

7. Pursuant to Etc.—Leave this space blank on billed shipment. If C. O. D. show "C. O. D." in this space.

56 8. Description of Shipment.—Shipment will be described in same manner as on Bill of Lading.

9. Shipper.—Shipper will be same as shown on Bill of Lading.

10. Consignee.—Same as shown on Bill of Lading.

11. Date of Shipment.—Date in transit.

12. Origin.—Show city and state where shipment originated.

13. Destination.—Show city and state where shipment is to be delivered.

14. Packing Charge.—Enter in these spaces the itemized packing charges for the actual packing done as shown by packing order.

15. Unpacking Charges.—Enter in these spaces the itemized amount of unpacking to be done, which will be the same quantities as was packed.

16. Rates Based, Etc.—Enter released value per pound per article as shown on Bill of Lading.

17. Class, Table, Etc.—Enter class of shipment, and table of rates that apply as taken from Bill of Lading.

18. C. O. D. Freight Bills.—(a) In handling C. O. D. Freight Bills the truckman has an important part and he must thoroughly understand completing of the Freight Bill. It is, of course, understood that all Branch employees must also thoroughly understand

the set-up so that they may be able to answer any questions the truckman may ask.

(b) Usually when the Freight Bill is received by the truckman it will be completed except for the showing on the Freight Bill the gross, tare, and net weight, the computation of the transportation charges, and, where the truckman does packing, the packing charges and unpacking charges will have to be completed by the truckman in addition to the total of the Freight Bill.

57 (c) In order to obtain accuracy in completing Freight Bills the truckman will follow the procedure set out below:

(d) When a shipment has been loaded and weighed the truckman will, if at all possible, without delay call at the office, or agent, and have the Freight Bill completed. If, however, it is impossible to make a personal call at the office, or agent, due to distance from the office, or agent, time of day, etc., the truckman will telephone the office, or agent, and they will furnish the weight per hundred pounds and the transportation charges together with the total amount of the Freight Bill. Upon receipt of this information the truckman will complete the Freight Bill by showing the gross, tare, and net weight in spaces provided (taken from the Bill of Lading weight certificate). Enter the net weight and rate per hundred pounds and total transportation charges in line provided for transportation. Then enter total charges of Freight Bill in spaces provided. This completes the billing of a C. O. D. shipment.

(e) If a truckman finishes loading after office hours, he may contact an office or agent en route between origin and destination, or if there is an office or agent at destination he may contact that office or agent who will furnish the rate per hundred pounds and the total transportation charges. Truckman should also ask office or agent to check his addition of the total charges. Truckman should likewise check the transportation charges when given over the phone to be sure that there has been no error in entering the figures.

(f) If there is no office or agent that can be contacted at loading point, en route, or destination, the truckman should wire the General Office for the charges. This wire should show the order number, name and net weight of shipment, and where the reply is to be sent. For example, assuming you are wiring from Joplin, Missouri, regarding order number 2000, Jones, which carries the net weight of 6,500 pounds and you desire the reply to be sent in care of Western Union, your wire would read: "Net weight 6,500 pounds Jones order 2000 wire care Western Union Joplin Missouri."

(g) The General Office will reply and advise the rate per hundred pounds and total transportation charges.

(h) When completing a C. O. D. Freight Bill be sure that carbon is used so that the duplicate copy will show the charges that were made to the shipper. There can be no exceptions.

(i) When payment is received by truckman he will receipt both copies of the Freight Bill and give original receipted copy to shipper together with the 4th copy of the Bill of Lading. The 4th copy of the Bill of Lading is necessary since it gives the shipper the weight of the shipment.

58 19. Billed Shipments.—The handling of billed shipments is entirely different from C. O. D. When a shipment is to be billed the Freight Bill will be made out by the Branch in the same manner as C. O. D. and two copies delivered to the truckman. Truckman need only obtain the signature of the shipper on both copies of the Freight Bill as billing will be completed by the General Office. Both copies of the Freight Bill and 3 copies of the Bill of Lading must be sent to the General Office with the other papers.

20. Transportation.—When the Freight Bill is made up by the Branch these spaces will be left blank except when a shipment has been placed in temporary storage, in which case the shipment will be billed at the weight as shown on Bill of Lading. Note: Bill of Lading must be issued and shipment weighed when shipment is picked up and taken to storage. There can be no exceptions.

21. Packing and Unpacking.—Complete by entering the amount from itemized schedule.

22. Extra Pick Up and Delivery.—Enter the charges in this space based on extra pickup and deliveries to be made.

23. Hoisting or Piano Carry.—Enter amount for hoisting or piano carry.

24. Storage in Transit.—Enter amount for first 30 days only based on weight at applicable rate.

25. Excess Value on Specific Articles.—Enter charge from estimate sheet. If shipper declares additional items at time of loading charges must be increased to include total excess declared.

26. Advance Charges, etc.—Charge for All Risk Insurance and servicing refrigerators will be entered under this heading in addition to any other services which are performed for the shipper in which we merely act as agent for the shipper.

27. Total.—Branch will leave blank. See C. O. D. set up.

59 28. Amount Prepaid.—Branch will in all cases show in this space any amount that has been prepaid as shown in space on Bill of Lading. If prepayment is made to truckman he

will receipt Bill of Lading for amount prepaid and enter in this space.

29. Balance Due.—Enter in this space the balance due on a shipment that is total charges less prepayments. This space cannot, of course, be completed until transportation rate has been computed.

60 FURNITURE LOADING AND UNLOADING

1. General.—The ability to pack the maximum amount of furniture in the amount of space available comes only after considerable experience. However, proper loading really consists only of filling every inch of space with some properly padded piece, considering, of course, the weight of the article. In general, it may be said, place the heaviest items on the floor and work up progressively with lighter pieces. Load in tiers across the van and try to keep each tier level and even. Be positive that there are no unpadded corners, edges or legs which might rub or be marred. Be sure that no article is so loaded that it is in a strained position. Each tier must be so tightly loaded and padded that there is no lateral movement from the motion and sway of the van.

2. Base.—Base articles are those pieces which by their very nature or weight require them to be placed on the floor of the van, and all pieces which are capable of supporting considerable weight without injury to themselves. Before starting to load, the amount of base available must be carefully estimated and must be used judiciously throughout the load so that all parts of the load are properly supported. Never use any fragile or lightweight piece as base and in turn don't use heavy articles as topping.

3. Odd-Shaped Pieces.—Try to work all such pieces into the load as you go. Don't save them all until the last, because they will be extremely difficult to use then, and as a rule, they cannot be loaded on the tailgate.

4. Mirrors & Pictures.—Uncrated mirrors and pictures can be loaded between mattresses to good advantage. If necessary they may be put on top of the load, but be sure that they are well padded and cannot slip down into the load.

5. Bed Springs.—These must never be loaded flat on the bottom of a load. Always stand them on edge, and try to use them to finish off a load. Load them "soft" side inwards. Never use a bed spring as an extension for a tailgate load.

6. Mattresses.—Always load flat or on edge. Never fold or bend.

7. Plate Glass.—Do not handle plate glass unless it is crated.

8. Cartons Containing Lamp Shades.—Place these on top of the loads, right side up.

61 9. Barrels.—These make excellent base materials, but be sure that any article on top of them is resting on the lips of the barrel and not on the contents.

10. Rugs.—Never fold or bend any rug. Load large rugs lengthwise in the van on top of the load, and unless they can be evenly supported throughout, tie them up against the roof. Pad the ropes used with hop sacking. Pack rugs near back of load so they may be unloaded among the first few pieces.

11. Tailgate Loads.—The greatest care must be used in packing a tailgate load. If possible use barrels, wooden boxes, rough furniture, garden tools, etc. Load must be completely covered with the tarpaulins, and well laced to van.

Tailgates are provided on vans for the distinct purpose of accommodating within their weight and size capacities, those portions of shipments unable to be loaded inside the van. There is no acceptable or justifiable reason why they should not be properly used when necessary.

Improper use has sometimes resulted in accidents, cargo damage, fines, and misunderstandings. Hereafter, the following instructions relative to the use of tailgates are to be observed:

(a) Never load the tailgate beyond its size and safe weight capacity.

(b) Never drive the van with tailgate Lowered Beyond a Horizontal Position. It is much preferable to have the rear of the tailgate higher than the hinge. This permits drivers of vehicles following closely to observe the reflectors, tail, stop, and directional lights—a real safety precaution.

(c) Always pack neatly and "square off" the tailgate load as much as possible. Cover and protect all items loaded on the tailgate with ample tarpaulin. Be Sure the load and tarpaulin are properly and adequately secured to avoid shifting and flapping of the tarpaulin or whipping of any loose ends of rope.

(d) Never permit loose ends to hang or project sideways or below the bottom face of the tailgate—rear vision mirrors may be obscured as well as reflectors and rear lights. Practice Safety and consideration for other users of the highways.

(e) Whenever the van is being operated and the tailgate is in other than a vertical position, Be Sure its use is properly indicated as follows:

1. During the Time When Lights Are Required, display three lighted red lanterns (or acceptable red electric lights) at the rear edge of the tailgate, one at each extreme rear corner and one in the center.

2. At Other Time display two red flags, one at each extreme rear corner.

62 12. Unloading.—All unloading is done with the same care and attention that was given to loading. Be sure that you have all of your pads, furniture covers, tools, etc., before closing van.

13. Helpers Required.—Use at least two helpers to help handle any but very small shipments. Pay particular attention to instructions regarding extremely large or heavy articles and be sure that enough help is used to handle them.

14. Left-Overs.—If there is a left-over, be sure to leave only non-essentials. Complete beds, refrigerators, and stoves must be taken. Try to find out from the shipper the articles that he would prefer to have left.

63 1. Interstate Commerce Commission Ruling.—The Weight Basis has been prescribed by the Interstate Commerce Commission for all carriers in order known as Ex Parte MC–19.

All shipments are charged for on a weight basis plus charges for additional service as outlined in Household Goods Carriers Bureau Tariff #9, or subsequent issues thereof or other Greyvan Tariffs.

All requirements of the Interstate Commerce Commission have the force of law and it is of the utmost importance that you govern yourself accordingly.

2. Tariff #9.—Drivers should all be familiar with the tariff, a copy of which is enclosed, for the purpose of verifying charges. This copy must be retained with the van and be available at all times. If it is necessary that it be replaced, same will be charged to the driver.

3. Other Papers.—The driver will still carry the following papers for every shipment:

Instructions to Truckmen.
Service Report.
Bill of Lading.
Freight Bill.
Inventory.
Packing Order (when necessary).
Postal Card.

4. Securing Weights.—Regulations specify that when weighing the van it shall be "Without the crew thereon, and when so weighed the gasoline tank on each such vehicle shall be full, and the vehicle shall contain all blank pads, chains, dollies, hand trucks, or other equipment needed in transportation of such shipment." Regulations all specify "Each carrier shall retain in the vehicle, subject to inspection and Weight Masters certified weight or ticket as to each vehicle showing the tare weight, the date weighed and a list of special equipment."

Certified weight ticket shall be posted in the cab of the van at all times; however, this ticket will not be used at any time to determine the weight of the van in connection with the handling of the shipment. Tractor and semitrailer are considered separate units.

On every shipment truckmen must weigh the van before loading to determine the tare weight.

1. Tare Weight is the weight of the vehicle with no shipment on board, and without the crew, but with a full gasoline tank and fully equipped with pads, etc., or

2. Tare weight for part-loads is the weight of the equipment as before, plus weight of shipment or shipments on board.

64 The Gross Weight is the total weight of the vehicle and shipment or shipments thereon.

Net Weight of the shipment is determined by deducting the tare weight (weight before loading) from the gross weight (weight after loading). Net weight is the basis upon which the transportation charges are determined. Example:

Gross Weight	16,480 lbs.
Tare Weight	12,220 lbs.
Net Weight	4,260 lbs.

transportation rate would therefore be determined on the basis of 4,260 lbs. in accordance with the correct mileage.

Whenever your vehicle is weighed you must secure a receipt from the Weigh Master for such service. Usually the most is 10¢, but should not in any case exceed 25¢ for each weight secured. The cost of weighing must be shown on Truckmen's Weekly Report and the receipt for same attached so that proper credit of ½ of this amount may be given to the truckman.

5. Scale Directory.—The Scale Directory is furnished with the Tariff giving the location of scales in various parts of the country. Locations are shown alphabetically by state and city. This list is by no means complete. Every manager, agent, and driver should forward to this office the name and address of other companies operating other scales sufficient for our weighing purpose. As soon as sufficient scales have been located, a new directory will be published. Where you find scales listed in the Scales Directory that for one reason or another cannot be used for our purpose, you should also advise us giving the reason.

6. Freight Bill.—When a shipment is moved from a residence the transportation rate cannot be determined until the van has been weighed and the net weight of the shipment ascertained. This will naturally involve some complications in completing of the Freight Bill, therefore, follow instructions below accordingly:

1. When a shipment moves from a city where we maintain an office or agent the net weight should be determined at that point if at all possible. The office or agent should then be furnished with the net weight of the shipment and they will furnish the correct rate per CWT and total transportation charges.

2. If there is no office or agent at loading point, but there is an office or agent at unloading point, rate per CWT and total transportation charges will be furnished by the office or agent at unloading point.

3. If there is no office or agent at loading point, and there will be no office or agent at unloading point, but the truckman is reporting at an office or agent enroute, the rate per CWT and total transportation charges will be secured from that office or agent.

65 4. If there is no office or agent at loading point, and there will be no office or agent to report to en route or at unloading point, it will be necessary that the driver wire the General Office furnishing the following information:

a. Net weight of shipment.
b. Name of shipper.
c. Order number.
d. Where answer is desired.

Example: "Net weight 4,260 lbs. Clark order A52314 advise care of Western Union Seymour, Indiana."

In all cases where receiving answer by wire giving the transportation charge, the driver should also check his Tariff to determine that the charge is correct.

Obviously the above procedure of having charges furnished by branches or agent, or wiring the General Office for the charges applies only to C. O. D. shipments as charges on billed orders will be determined after papers have been forwarded to the General Office.

Where the shipment has been signed by an office or agent and the local pick-up to storage is included in our order for service, the shipment will be weighed and Bill of Lading issued and transportation charges determined prior to the time you load. Under such circumstances the shipment will not of course be re-weighed. When you receive your papers you will also receive the original Bill of Lading and Freight Bill with the charges already determined. If local pick-up is not included in our order for service then the shipment must be weighed in the usual manner. This case applies where we are moving the shipment from a warehouse, which shipment was not originally placed in that warehouse by us.

The driver is furnished with two copies of the Freight Bill.

1. If shipment is C. O. D. the driver will sign the receipt (both copies) in the lower right hand corner when payment has been

made and will give the original to the shipper. The duplicate copy will be turned in with the instructions to the truckmen and all supporting papers.

2. If shipment is billed, the driver will not sign the freight bill but will have the shipper sign both copies in the space provided in the lower left-hand corner. The truckman will retain both the original and duplicate copies of Freight Bill on billed jobs and turn same in with Instructions to Truckmen and all supporting papers.

On C. O. D. orders the shipper may desire to know the amount he is to pay at destination so that he may have the funds available for this purpose. It is important that proper arrangements be made to notify the shipper as early as possible as to the exact charges.

66 1. When the transportation charge is determined by the office or agent and the shipper desires to know the charges, that office or agent should advise the shipper by telephone or wire, if necessary, of such charges.

2. If charges are determined by wiring the General Office, then the truckman should notify the shipper upon receipt of the charges in whatever manner the shipper has requested such information.

7. Postal Cards.—With each set of instructions you will receive a postal card. This card is to be filled in as soon as you have secured the net weight of the shipment. Complete all details and mail the card to the General Office immediately.

A small supply of these cards must be maintained by the truckman to be used in emergencies where the card has not been furnished with instructions.

Unless the card is mailed promptly to the General Office giving the information requested, you will not receive credit on your monthly statement on the date loaded. It will also hold up commissions to salesmen and agents.

8. Government Shipments.—The handling of shipments for the Government requires special paper work, weight slips, etc. not required in the handling of other shipments.

If the shipment is not handled in the manner requested by the Government, it is very difficult to collect for the shipment.

In case where separate weight slips are necessary, these will be completed by the Weigh Master in addition to the weights inserted on the Bill of Lading. In such cases the Branch will insert on the instructions in the space provided for the purpose, information as to just what requirements are to be made, and at the same time will attach the number of weight slips necessary.

In view of the above, Branches Are Instructed to Set Out Clearly and in Detail on the Truckman's Instructions All Special Instructions Necessary on Each Government Order. If the instructions

are not clear, the truckman must see that they are clarified before he leaves the office. Once the Instructions are accepted by a truckman, he must see that each and every required detail is followed. If weight slips are required in four copies, get four copies; if inventories are required in four copies; get four copies, etc. The only way a truckman can be sure he is getting what the Government requires is to see That He Follows the Instructions Given to Him by the Branch.

If for any reason a truckman cannot follow the instructions given to him, he will not load until he has Contacted the Branch by Whom the Order Was Assigned. In other words, Follow Instructions as Given or Get Manager's Permission to Change Instructions.

67 9. Bill of Lading.—The Bill of Lading is such an important document that we not only give you herewith the important features, but also attach separate instructions bearing the heading "How to Make Out the Bill of Lading." Every driver must understand all phases of the Bill of Lading and see that is is carefully completed on each shipment. If any doubt consult the closest office or agent.

Every truckman must carry a small supply of Bills of Lading on hand at all times. These may be secured from any office. Where it is not possible to forward Bill of Lading to you or for other reasons it does not reach you, it will be necessary to complete all details of same.

Keep This in Mind

A. All copies of Bill of Lading must be signed by the shipper and the driver.

B. All information must be completed.

C. All copies must show tare weight.

D. Gross weight and net weight should only be shown on the last three (3) copies.

E. Original copy must be given to the shipper.

F. (1) The remaining three (3) copies will be returned to The General Office on Billed Shipments but,

(2) Fourth (4) copy will be delivered to shipper with original receipted copy of Freight Bill on C. O. D. shipments.

10. Important.—No shipment can be picked up without a Bill of Lading so each truckman must carry a supply of Bills of Lading and must be prepared to make out a Bill of Lading properly. If for any reason he does not receive a Bill of Lading from Branch or General Office. The fact that truckman did not receive instructions with Bill of Lading attached does not relieve truckman from issuing Bill of Lading to shipper when shipment is picked up. There are no exceptions to this procedure.

68 HELPERS

Helpers.—The matter of having proper and sufficient help is one of great importance. Inexperienced and careless help may cause great difficulty, claims, shipper dissatisfaction and unnecessary expense.

Helpers may only be acquired in the following manner:

1. It must be understood that where possible only such men are to be used as have proper union affiliations.

2. When reporting for loading or unloading in a city or vicinity of a city where we maintain an office, Approved Parking Lot Helpers only may be used if available. A list of these helpers will be mailed from time to time. Other helpers are not to be used if approved parking lot helpers are available.

3. When loading or unloading in a city or vicinity of a city where we maintain an office and no approved parking lot helpers are available, Truckmen must contact the local office for help which will be secured from a local warehouse or local union.

4. When unloading in a city where we maintain an agent, help must be secured from the agent if possible. Payment for help secured from agent should be made directly to the agent rather than to his men.

5. Where help cannot be secured from an agent or there is no agent or office at loading or unloading point, secure help only from a local mover or local union.

6. It is the first duty of Company drivers to properly prepare their truck for the next shipment after unloading. Otherwise, when they are available, it is of importance that they assist other Company drivers in loading or unloading.

7. All offices will offer every assistance in obtaining proper help.

69 INVENTORY

The inventory form in duplicate will be given to the truckman with instructions but, truckman must at all times carry a small additional supply for emergency use.

1. Duplicate.—The Inventory will be completed in duplicate for every shipment, regardless of the size or nature. The duplicate copy, pink in color, must be given to the shipper at the time of loading, if at all possible. If this cannot be done, due to the absence of the shipper at the leading point, then the driver should give this copy to the agent of the shipper who happens to be present at loading, or if no one representing the shipper is there, then it must be either mailed to the shipper at the unloading address or given to the shipper by the driver at destination. If the

shipper, or shipper's agent, is neither at the loading point nor unloading point, the shipper's copy of the Inventory will be turned in with Instructions to Truckman at destination to be mailed to the shipper by the office at destination.

2. Listing.—We list herewith the order in which the driver should make his Inventory.

1. Living Room.
2. Sun Parlor.
3. Library or Den.
4. Dining Room.
5. Kitchen.
6. Halls.
7. Bed Rooms.
8. Attic.
9. Porch.
10. Basement.
11. Garage.
12. Miscellaneous.
13. Containers.

3. Sample.—Refer to the sample Inventory which is attached, which will give one an idea of just how the Inventory should be drawn up.

4. Observe.—Be sure to look under rugs for rug pads, behind doors, and into all cupboards and closets, so that no items will be missed.

5. More Than One Load.—In cases in which the size of the shipment requires two or more van loads to handle, it will, of course, not be possible to list the articles in accordance with the above suggestions. Therefore, in all such cases, the truckman will list all articles which he loads and the same will be done by each truckman who loads any part of the same order.

6. Containers.—Containers should all be listed last on the Inventory and in one group. Every truckman should refer to instructions covering the use of labels, etc., on various containers, since this fits in with the instructions outlined above.

7. Carefulness.—BE SURE TO WRITE PLAINLY AND DESCRIBE ANY DAMAGES FULLY. TRUCKMAN MUST BE VERY CAREFUL IN TURNING THE SHEET OVER THAT HE WRITES ON THE ORIGINAL WHITE AND THE SHIPPERS'S PINK COPY IS AN EXACT DUPLICATE OF THE ORIGINAL.

8. Description.—Every piece of furniture, regardless of size or nature, which is to be loaded must be listed on the Inventory, and given a separate number. Note the sample Inventory attached for guidance. In the space provided for condition before loading describe each article carefully. If the item is in good condition, merely use a check mark, but if the item is damaged in any manner, mark it as follows: "S on top" or "T on right arm" or
70 "M on right side" or, if the piece is marred and scratched all over you may use the symbol "GM". The "GM" symbol

is not to be used unless the piece is in generally bad condition because of scratches or mars. If one line is insufficient to describe the condition of any article, use an extra line.

9. Signature on Loading.—When the Inventory is completed, and before shipper is given his copy, be sure to fill in spaces provided on reverse side of form in duplicate just below the number 150 and have shipper or shipper's agent sign. If unable to secure signature of shipper or shipper's agent, make such notation on the line after the word "Remarks".

10. Moving from Storage.—When a shipment is being moved from storage, the contracting office will make a copy of the warehouse receipt on the Inventory form. In such cases, two sets of the Inventory form will be used. The truckman will receive the original white and pink duplicate, the white triplicate will be sent to the General Office with Settlement Information and the pink quadruplicate will be retained in the local office file. In making this copy of the warehouse receipt, every article should be listed by number exactly as on the warehouse receipt. The condition of the goods as shown on the warehouse receipt should be shown immediately after the name of the article, thus leaving room for the truckman to make any additional notation at the time of loading. The truckman should use extreme care in checking goods from the warehouse on to his own van, not only being sure to check each item, but to note its condition very thoroughly, particularly if the condition is other than as already noted. When the loading is completed, have the warehouseman sign the Inventory in duplicate in the space provided for the shipper. If unable to secure the signature of the warehouse, make such notation after "Remarks". Do not sign any receipt presented by the warehouse unless a notation is made on such receipt regarding the condition of every article loaded. This is very important, not only for the truckman's protection, but also for the protection of the Company. We cannot urge truckman too strongly to follow out these instructions to the letter, particularly with reference to any shipment loaded from or into a warehouse, since our experience has proven that the most serious of our claims and those which are most difficult to adjust properly are ones which involve a warehouse at some point in the transaction.

11. Leftovers.—In every case where there is a left-over the truckman must make out an Inventory in duplicate of each article which goes to make up this left-over and this Inventory in duplicate must then be turned over to the nearest office immediately.

12. Tags.—The use of tags is not required, but this system is followed by many truckmen and is recommended. The use of tags

is applied to small articles, such as carpet sweepers and other small articles of this nature, which may be easily misplaced. It is also advisable to use tags on bedsprings, or other articles at any time when the entire shipment may not be packed together. Tags of different colors should be used for different shipments on the same load. These tags will be furnished by the General Office, free of charge, on request.

13. Unloading—Checking Inventory.—Upon loading, each item must be checked off carefully and notation made under the heading "UNL." If the item is in the same condition as when loaded, insert a check mark, but if the article is in other than the condition when loaded, mark with an "X". If the item is marked with an "X" o nunloading, then the number of the article is
71 to be placed in the space provided for exceptions in the lower right-hand corner of the reverse side of the Inventory and the condition of the article noted. Unloading notations must be made in either blue or red pencil.

After unloading is completed, driver should have the shipper sign the original Inventory, or if he is not present, then his agent should sign, or if no one representing the shipper in on hand at the unloading point, then make that notation after the word "Remarks" on the back of the Inventory in connection with the unloading receipt. It should also be noted that both the loading and unloading forms which are printed at the bottom of the Inventory should be filled out completely in every detail, including date, name of truckman, etc. (See Sample.) If no exceptions, write the word None.

When goods are unloaded into a warehouse, the truckman should arrange before unloading that the warehouse will give him a copy of the check-in list and such copy will be attached to the truckman's original Inventory and Instructions to Truckmen when turned in at destination. Truckman should have warehouseman sign his own Inventory in space provided for shipper and, in case warehouseman will not sign, such notation should be made by truckman in space provided after the word "Remarks."

72 PACKING

While packing and unpacking service is, in general, performed by Greyvan packers or agents, it is necessary that truckmen do packing many times. Truckmen are therefore furnished information below which is a duplicate of the requirements of our regular packers.

1. Checking.—It is further of utmost importance that drivers check all packing at the time of loading to ascertain if packing services have been properly performed and if all items which

should be in containers have been packed. Drivers should not handle plate glass tops, marble tops, boat models, oil paintings and other similar items unless crated and lamp shades, clocks, books, table lamps, and other similar items unless boxed. Packing of many items is a necessary and important service to Greyvan shippers. Like our other services, we are satisfied only when we have done the best possible job.

2. Care.—Many articles which we must pack are priceless. Extra care must be taken to Protect not only the shipper's goods but also our interests. Greyvan packing service must be standard whether rendered in the largest cities where experienced packing crews are always on hand, or in smaller towns where the agents or truckmen may be required to perform this service. Rules must be established: salesmen must see that shippers pay for proper packing services, packers must be competent and truckmen must not take chances on handling goods which have not properly been prepared for shipment.

3. Articles Which Must Be Packed:

The following items should always be packed in barrels or wooden boxes: Glassware, China, Small Lamps, Lamp Shades, Kitchen utensils, Small electric appliances, Light bulbs, Small ornaments, Clocks, Other fragile items and all articles too small to handle individually.

NOTE: If barrel is packed full of china it is advisable to either completely head the barrel or to nail a cross piece on the top of the barrel for the protection of the items inside.

The following items should be packed in strong cartons or boxes: Books, Bedding, Linens, Pillows, Curtains, Cushions.

4. Articles Which Must Be Crated.

The following items should be properly crated: Glass tops, Marble tops, Boat Models, Mirrors with fancy frames, Oil Paintings, Pictures with valuable frames, Frameless mirrors, Grandfather of Grandmother clocks, Glass curio cabinets.

Any experienced packer knows how to pack the various items listed above, and those of a similar nature which may have been omitted. Greyvan will furnish information on the proper method of packing any articles on special request.

5. Refrigerators.—All gas or electric refrigerators must be properly serviced before being moved. The shipper is to pay the cost of such service, and the charge should be set up in the Order for Service for servicing at both loading point and destination. If the shipper does not pay for this service, it should be written into the order, "Shipper will service own refrigerator" Truckmen Will Not Load Refrigerators Which Have Not Been Properly Serviced.

6. Use of labels.—Every packer, truckmen, and agent packer is furnished (free of charge) with Greyvan labels to be placed on every container which is packed. Large labels like the one shown immediately below will be placed on the containers by the party doing the packing. Shipper's Name, Order Number, and Contents of the Container must be shown.

Packed by

GREYVAN LINES

Order No. _____ Shipper _____

Contents _____

74 The next label immediately below will be placed by the truckman on all containers which do not have thereon the large label. The Shipper's Name and Order Number must be inserted.

Packed by Shipper—Contents Unknown

GREYVAN LINES

Shipper _____

Order No. _____

75 The following stickers are used to designate contents of various containers and to assist in proper handling of same.

LAMP SHADES

Please Use Care

FRAGILE!

GLASS

Handle With Care

76 PRESENTATION TO SHIPPER

1. Personal Appearance.—Truckmen must always be clean and neat, freshly shaven, clean clothes, and shined shoes, whenever appearing to load or unload. He must be pleasant, tactful, and courteous. Shippers often become upset by small things, and Truckman must be patient and pacific.

2. Arguments With Shippers.—Everyone has heard the saying that the "customer is always right." While this may be somewhat far-fetched, it is never so far-fetched as to involve Truckman in an argument or quarrel with the shipper. It can do no good and may do a great deal of harm. Truckman must keep his wits and his temper. There is no better test of a gentleman. Rather than get into an argument, or in order to avoid one, refer the shipper to Company Officials.

3. Language Used.—Bright and smart remarks or making unnecessary noise in the presence of shippers is not a part of the Truckman's job, and is never called for. Drivers or helpers must not use profane language while around the shipper.

4. Helpers.—Truckman must not take any helper on a job unless he is clean and neat. He is not to allow any helper to discuss his business with the shipper. The sole duty of a helper is to help get the furniture either from the van to the house, or from the house to the van. All other matters connected with the job are solely between the shipper and the Truckman. Helpers must not be allowed to enter into them.

5. Conduct in Shipper's Home.—Truckman must not smoke in the shipper's home, or throw cigarette butts on the porches or floors. He must not lounge on the furniture, and he must be particularly careful in hot weather that he does not sit on upholstered furniture with his sweaty clothes.

6. Use of Shipper's Name.—Truckman should find out the shipper's name, either from the Instructions to Truckman or by asking him, and call him by that name, using the title "Mr.," "Mrs.," or "Miss," as the case may be. If he does not know how to pronounce the name from reading it, he should respectfully ask the shipper the proper pronounciation. Such terms as "Dad," "Pop," "Pardner," "Lady," "Sister," or "Babe," speaking of or to the shipper, will not be tolerated.

77 PREPARATION FOR LOADING.

1. Furniture Covers.—Always cover mattresses, box springs, straight-back chairs, overstuffed chairs and davenports with their proper cover before removing from house.

2. Dining Room Table.—Cover top of table with full pad, and fasten by running a cord or light rope around the edge. Turn table on its back and remove legs. Place screws in small bag and tie to table.

3. Refrigerator Cover.—Be positive that refrigerator has been serviced and trays and racks packed. Place the cover on the refrigerator before removing from house.

4. Gas Range.—Must be disconnected from gas pipe and be sure that gas has been shut off at the meter before disconnecting. Examine legs very carefully, because most of them are made of cast iron and are easily broken. They may be removed and stove handled with a dollie.

5. Upright Pianos.—Cover upright pianos with pads and piano cover. Place on padded skid and strap down as tight as possible.

6. Grand Pianos.—Remove lyre and pedal assembly and place screws in bags. Remove screws, if any, from all three legs, and place in bag with pedal-assembly screws and tie to lyre. Loosen wooden retaining blocks from behind each leg. Pad thoroughly and cover with piano cover. Place piano on padded skid with the long side down, and strap skid and piano together. Be sure that the piano is exactly parallel with the skid and that the projecting edge of the lid is in the clear at all points. The lid may be removed if necessary, but it is not advisable unless the piano is extremely shallow.

7. Kitchen Tables.—Most kitchen tables have legs which may be easily removed by the removal of four lag screws or wing nuts from the inside corners. Place all metal parts in a bag and tie to one of the legs.

8. Dresses.—Remove all mirrors and mirror hangers. Place screws and bolts in bag and place bag in one of the upper drawers. Also remove any decorative scroll work from chiffoniers and dressers.

9. Governor Winthrop Desks.—Some of these desks come apart in three pieces, but if they don't, at least, remove the decorative knob and scroll from the top, if possible. These knobs are very easily broken.

10. Rugs and Rug Pads.—Roll all rugs and pads as tightly as possible. Never use a rug pole, since, if it should happen to break or splinter, the rug might be ruined. Never fold or bend any rug.

11. Carrying of Furniture.—Handle all furniture as though it were made of glass. Be very particular not to scrape walls, door jambs, or floors while moving the pieces in or out. Pick them up! Don't scoot or slide them. Do not let "hikers" carry heavy pieces single handed. They might drop one and a damage claim result.

In case of rain, be sure that each piece is covered with a small piece of tarp while being carried between the house and the van.

12. Canvas Floor Strips.—Be sure that all stairs, halls, and carrying lanes are protected by canvas strips.

13. Port-O-Robe Box.—Use only for clothes, and be sure that it is loaded right side up.

Practically every state through which the Truck'an operates will have different regulations. In order to clearly specify the condition under which he must operate in each and every state, he is provided under separate cover with a State Regulations booklet. This booklet is supplemented from time to time with new instructions and must, of course, be kept up to date. It must be preserved and should it be lost, must be replaced immediately through the State Regulations Department in the General Office.

When in the General Office it is advisable to check with the State Regulation Department to determine if the booklet is up to date.

(NOTE: Tariff supplements are issued from time to time by our tariff agent, the Household Goods Carriers Bureau. When you receive supplements be sure you understand them and make notations in your tariff covering changes. Always check rates with offices or agents to avoid mistakes.)

1. If Tariff No. 9 the only one to be used in transporting household goods?

Yes; for participants in tariff as listed.

2. Are separate rates set up for shipments from and between points in the States of Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Tennessee and Virginia?

Yes; pages 88 to 174, inclusive.

3. Are separate rates set up for any other points?

(a) A shipment originating in points between Connecticut and Washington moving to the State of Florida require separate rates. (See Supplement No. 10 to Tariff No. 9 for exact territory and rates.)

(b) Special rates also apply from the vicinity of Detroit and from Milwaukee and Baltimore to Connecticut, Delaware, Illinois, Indiana, Maryland, Massachusetts, Michigan, New Jersey, New York, Ohio, Pennsylvania, Rhode Island, West Virginia, Wisconsin and the District of Columbia.

4. Must a Bill of Lading be issued for each shipment?

Yes; as tariff rates are based upon the use and acceptance of terms and conditions of uniform household goods Bill of Lading.

5. In case a shipment consists of more than one van load, must separate Bill of Lading be issued on each van load?

Yes.

6. What is "Tare Weight"?

1. Tare Weight is the weight of the vehicle with no shipment on board, and without crews, but with full gas tank and fully equipped with pads, etc., or

2. Tare weight for a part load is the weight of the equipment as above, plus weight of shipment or shipments on board, i. e., gross weight.

7. When is a van weighed to establish a "tare weight"?

Prior to the loading of each shipment.

80 8. Must van be weighed on each specific shipment?

Yes; except a shipment of 1,000 pounds or less, which may be weighed on a certified scale before loading.

9. Can a shipment of 1,000 pounds or less be weighed on a certified scale before loading?

Yes; but weight must be certified on Bill of Lading.

10. Are the weighing charges to be charged to the shipper?

No.

11. Will a list of locations of certified weighmasters or certified scales be furnished?

Yes; but list is incomplete. Any scale certified by municipal, county or state, or Federal authority, which has sufficient capacity may be used. All offices and agents should locate scales in their respective cities or towns, so information is available for truckmen—preferably scales that will take 35 feet.

12. What is "Gross Weight"?

Total weight of loaded vehicle.

13. When and where should the van be weighed after it is loaded?

Prior to unloading, preferably on scale where tare weight was established, but may be weighed on any certified scale.

14. Can the tare weight be established on one set of scales and the gross weight established on another?

Yes; but this is not desired.

15. How would this be shown on a Bill of Lading?

Entered and Certified on Bill of Lading.

16. How will one determine the net weight?

By deducting the tare weight from gross weight (weight after loading).

17. If a shipment is weighed at two different points, must the weighmaster's signature be obtained at each weight?

Yes.

18. What weight information is to be shown on the Bill of Lading?

Net, Tare, and Gross Weight.

81 19. Who will figure the charges on C. O. D. shipments?

Office or agent, if possible—otherwise wired figures from the General Office.

20. Are we permitted to transport household pets?

No. Rule 18, page 9A states: "Household pets will not be accepted for transportation."

21. Are we permitted to transport plants, flowers, or shrubbery with a shipment of household goods (Class 1 shipment)?

No. Rule 18, page 9A also states: "Plants, flowers, or shrubbery will not be accepted for transportation as part of a Class 1 shipment."

22. Are plants, flowers, or shrubbery to be accepted as part of Class a or 3?

Yes; subject to the requirements of ordinances or limitations of law regulating the transportation of the property, or the use of vehicles and facilities.

23. Must a carrier accept any or all shipments?

Shipments will be accepted subject to the requirements of ordinances or limitation of law regulating the transportation of the property, or the use of vehicles and facilities.

MILEAGE CHART.
10-29-39.

	Akron, Ohio.	Atlanta, Ga.	Baltimore, Md.	Birmingham, Ala.	Boston, Mass.	Buffalo, N. Y.	Chicago, Ill.	Cincinnati, O.	Cleveland, O.	Columbus, O.	Dayton, O.	Detroit, Mich.	Indianapolis, Ind.	Kansas City, Mo.	Louisville, Ky.	Milwaukee, Wis.	New York, N. Y.	Newark, N. J.	New Orleans, La.	Philadelphia, Pa.	Pittsburgh, Pa.	St. Louis, Mo.	St. Paul, Minn.	San Antonio, Tex.	Syracuse, N. Y.	Washington, D. C.
Akron, Ohio.		693	339	722	664	213	358	231	34	123	188	185	293	790	339	450	484	472	1090	401	110	535	777	1506	356	342
Atlanta, Ga.	693		711	176	1121	900	725	476	710	570	529	731	562	844	665	817	906	894	566	814	755	589	1127	1840	997	672
Baltimore, Md.	339	711		818	412	379	692	500	341	403	472	524	577	1078	616	764	195	189	1152	103	229	819	1111	1787	588	38
Birmingham, Ala.	722	176	818		1287	929	677	505	739	589	557	760	580	764	605	749	1010	998	574	918	784	568	1078	874	1073	778
Boston, Mass.	664	1121	412	1227		457	987	877	660	772	838	807	949	1440	985	1079	217	282	1601	309	571	1185	1806	2136	330	452
Buffalo, N. Y.	213	900	379	929	457		535	434	190	330	388	357	833	990	562	613	382	378	1493	378	219	795	958	1784	178	430
Chicago, Ill.	358	725	692	677	987	535		294	347	313	280	267	186	506	301	93	837	825	971	758	465	297	419	1277	681	665
Cincinnati, Ohio.	231	476	508	505	877	434	294		284	108	78	255	110	807	108	324	660	646	859	577	293	539	773	1254	888	585
Cleveland, Ohio.	34	710	361	739	660	190	347	244		140	150	168	893	880	552	439	506	484	1109	429	198	566	766	1584	394	644
Columbus, Ohio.	123	570	403	589	772	330	313	108	140		69	185	174	873	216	405	355	543	967	472	188	416	738	1569	478	600
Dayton, Ohio.	188	529	472	559	838	388	280	52	150	69		207	107	804	169	378	886	862	911	543	257	340	699	1696	558	660
Detroit, Mich.	185	731	524	760	807	357	267	255	167	185	207		289	731	389	360	668	657	1114	586	295	588	687	1889	981	587
Indianapolis, Ind.	293	562	577	580	949	493	186	110	303	174	107	289		697	117	377	789	717	960	646	362	248	663	1213	697	576
Kansas City, Mo.	790	844	1078	764	1440	990	506	607	900	671	804	731	697		581	569	1496	1214	967	1163	859	255	482	806	1138	1073
Louisville, Ky.	339	445	616	403	985	562	301	108	352	216	160	340	117	581		378	788	756	753	685	401	266	788	1146	686	613
Milwaukee, Wis.	450	817	764	769	1079	613	93	386	479	405	372	360	278	569	393		987	937	1057	846	555	373	350	1348	773	757
New York, N. Y.	484	906		1010	217	382	837	660	506	555	624	649	729	1226	788	989		12	1384	92	384	971	1256	1919	258	234
Newark, N. J.	472	894	193	998	229	370	8.5	648	494	545	612	657	717	1214	756	917	12		1378	80	362	959	1244	1907	252	222
New Orleans, La.	1090	566	1152	574	1601	1493	971	859	1103	967	911	1114	868	867	753	1057	1384	1378		1292	1152	738	1297	606	1437	1159
Philadelphia, Pa.	401	814	103	918	309	378	754	577	429	472	543	586	646	1143	685	946	92	80	1292		291	888	1173	1827	271	142
Pittsburgh, Pa.	110	755	229	784	591	219	463	293	132	188	257	295	540	859	401	555	374	362	1152	291		604	882	1550	349	232
St. Louis, Mo.	535	589	819	568	1185	795	297	352	545	416	349	588	362	255	266	379	971	959	738	888	604		571	971	879	816
St. Paul, Minn.	777	1127	1111	1078	1806	958	419	773	766	938	699	687	808	880	780	350	1256	1244	1297	1173	882	571		1388	1580	1314
San Antonio, Tex.	1506	1840	1787	876	2136	1784	1277	1254	1516	1562	1296	1493	1213	806	1266	1348	1919	1907	606	1927	1550	971	1388		1854	1698
Syracuse, N. Y.	356	997	322	1071	310	151	681	578	334	474	538	581	457	1134	686	773	258	252	1457	273	349	879	1100	1850		361
Washington, D. C.	342	672	39	771	451	410	695	505	344	600	660	587	576	1073	613	757	234	222	1159	142	232	816	1314	1698	361	

83 SECTION 4.—GENERAL MAINTENANCE

Do not think that because a truck is big in size that it can stand abuse in comparison. No truck will stand the abuse that can be given an ordinary automobile. If any truck driver tries to get automobile performance out of a truck, he will soon find that the truck will not stand the strain and unit and road failures will become common occurrences. The driver who abuses his truck is a losing proposition to the Company, as the cost of such abuse will more than offset the revenue from the shipments hauled by him.

No other business in the world puts as much of its gross revenue back into operating expense as does the trucking industry. The margin of profit is usually so small that it becomes vitally important that operating expenses be kept at the absolute minimum by every means at our command.

Economical operation requires the closest attention of each driver to the rules of procedure outlined in this Manual and to his intelligent cooperation with the Equipment Division.

84 GENERAL MAINTENANCE

1. Routine Habits.—Every driver must form definite, routine habits in caring for his truck.

A. At every stop, walk around the truck and inspect to determine if everything is in order. Kick all tires, check spare tire fasteners, check tailgate fastenings, check lights, etc.

B. Check oil level at least once a day.

C. Check wheel and axle nuts and studs at frequent intervals. The time between checks will vary with the individual truck, but be on the safe side. After tires have been changed, tighten lugs after 100 miles, 300 miles, and 600 miles.

D. Watch tire pressure closely.

E. Watch oil pressure, temperature, and ammeter gauge while driving, because these are indications of the motor performance.

F. Grease universal joints every 500 miles.

G. Change oil at intervals of not exceeding 2,500 miles. Replace filter cartridges when oil is changed.

H. Have entire truck greased at intervals of 1,000 to 1,500 miles.

I. Check battery at every other lubrication.

J. Check oil level in transmission and differential at every lubrication.

2. Anticipating Repairs.—Most road failures can be prevented if each driver will anticipate needed repairs and either handle them in between loads or notify the General Office that such repairs

are necessary so that arrangements may be made to have the wor done. It is usually advantageous to handle most repairs in Chicago, and to do this it is necessary that the Equipment Divisio be advised of all needed repairs in sufficient time to handle properly.

3. Monthly Equipment Report.—In order to keep us fully informed on the condition of equipment, each truckman will fill out and forward to the Equipment Division a copy of the Monthly Equipment Report. This should be handled at approximately the same time each month and should be in as much detail, and as accurate, as possible. Each truckman is expected to correct (as promptly as possible) each item that is not in proper condition.

This report is bound with sufficient copies in each booklet to last approximately twelve months and is available at any company office.

4. Urgent Repairs.—When repairs are needed at once, the following procedure must be observed:

A. Take truck to factory branch or authorized dealer of make of truck that is being driven, if possible; i. e., Ford to Ford dealer, International to International Harvester branch or dealer, etc.

B. If the time required to get the truck to a shop and an estimate of repairs made is such that a delay in schedule will result, wire the General Office immediately. A sample wire covering this situation is shown below: "Have Differential Trouble Two Miles East Huntington, Wiring Details Later, Reach Me Western Union, Huntington" (or name of garage).

C. Secure estimate of cost and time necessary to complete repairs.

D. Determine if garage is agreeable to billing us direct rather than handling on C. O. D. basis.

E. Send wire to General Office giving complete details. A follow-up wire to that shown above may read as follows: "Differential Cost $40.00 C. O. D., Can Arrive Pittsburgh Tomorrow Noon, Advise."

A wire worded as above that has been proceeded by the first example shown above would give the General Office the following information: The truck developed differential trouble two miles east of Huntington, but because of the distance from the garage, and the nature of the repairs, the driver is of the opinion that the repairs will require so much time that there will be a delay in schedule.

The second wire indicates that the total cost of all repairs will be $40.00, and instead of arriving in Pittsburgh the first thing in the morning, the shipment will be delayed until noon. It also

shows that the shop doing the repairs is not agreeable to billing us direct but must have the money when the repairs are completed. Another example of a typical wire may be as follows: "Need Brake Lining, Bill Direct $21.00, Can Make Schedule, Advise."

This wire shows the General Office that a brake lining job is necessary before proceeding further. It also shows that you have truck at shop and that shop is agreeable to making repairs at cost of approximately $21.00, sending bill direct to General Office. The time required to make repairs is such that instead of arriving at unloading point at 7:00 A. M., driver will arrive about 9:00 A. M.

F. In the event that the estimate of repairs is over $50.00, the truckman is not to proceed with repairs until specific authorization has been obtained from the Equipment Division.

G. Disposition of Replaced Parts.—All parts which are replaced on company-owned equipment must be returned to Chicago as soon as possible. Unless the Equipment Division specifies the way in which parts are to be returned to Chicago, the driver will carry same on van until routed into Chicago.

H. Whenever repairs are made in cities in which we maintain branch offices, payment of repair invoices will be made by the branch manager upon presentation of the repair invoices and wire or letter of authority from the Equipment Division to the driver or to that branch office.

I. Winter Operation.—In order to operate a motor truck at maximum efficiency during the winter months there are a number of factors which must be given close attention. We are listing them below in order that none be overlooked and to insure that each truckman is reminded of them in order that all trucks be operated with the maximum efficiency.

(1) In order to prevent sludge and excessive condensation it is important that the motor be kept at an operating temperature of 160 to 180 degrees at all times.

(2) Before starting out after the motor has cooled off, driver should be sure that he idles it sufficiently to avoid operating with a cold motor.

86 (3) Idling of the motor will result in a waste of gasoline and also in increased repair bills, because of oil dilution from unburned gasoline. The idling should be kept at an absolute minimum.

(4) Oil dilution will also be brought about by excessive use of the choke, and this should be avoided.

(5) Before any antifreeze is added to the cooling system, it should be checked to make sure that all parts are tight and waterproof.

(6) Antifreeze will be carried in stock at the General Office. Information as to kinds and prices will be furnished each truckman before cold weather sets in.

(7) Regardless of the type of antifreeze used, truckman should watch it carefully to make sure that, at all times, he has sufficient protection for the weather in which he is operating. This is particularly important when stopping for the night, or when parked. If he has too much antifreeze for the weather in which he is operating, it will undoubtedly result in a waste of this material.

(8) A battery is subjected to more punishment during the winter both because of operating the lights more, and also because a battery is not as efficient in cold weather as when it is warm; consequently, it is important that the battery be kept fully charged.

(9) When an engine is operating perfectly there is practically no carbon monoxide gas in the exhaust; however, in most cases there is a trace of this; and as you know, this gas is extremely poisonous. Drivers should at all times make sure that they have sufficient ventilation, and if one becomes drowsy while driving, it may be the result of carbon monoxide. This gas does not have any odor, and it is very dangerous because of this. It is better to be a little uncomfortable from the cold than to be poisoned by carbon monoxide.

(10) Check the skid chains to make sure that they are in good condition because a chain which is broken or does not properly fit is of little value when it is needed.

It must be remembered that it is necessary to use more caution when driving on ice and snow than on dry pavement.

5. *Accessories.*—Under no condition are any accessories to be purchased for, or installed on company-owned equipment without specific authorization from the Equipment Division.

6. *Motor Oil.*—Lubricating oil of first quality must be used at all times. At most times the company has on hand in Chicago a supply of such oil, and this oil should be picked up when the truck is in Chicago in quantities sufficient to eliminate the necessity of purchasing oil on the road. When it is necessary to purchase oil on the outside, do so only in case lots (24 quarts).

Do not add any motor dope to either the gas or the oil. Graphite-loaded products can cause more trouble than they can possibly do good; consequently, they have no place in a truck motor.

87 AVOID CLAIMS

The driver who uses good judgment, handles his inventory and other paper work properly at all times will avoid claims. A good,

neat, courteous driver, fine equipment, and on-time schedules discourage many types of claims. That is typical Greyvan Service.

Satisfy Your Shipper

88 7. Tires.—Tires are one of the larger items of expense on our trucks, and to reduce this expense it is necessary that all drivers be familiar with and follow the instructions shown below:

(1) Inflation.—Each tire is designed for a maximum mileage at a given air pressure. If this pressure is allowed to drop below that for which it is designed, there will be excessive flexing in the side walls which will result in the generation of excessive heat, which will, in turn, cause early tire failures. Low pressure is also a cause for abnormal tread wear, reducing tire life considerably. Overinflation causes excessive tread wear and may also result in tire bruises from rocks or other sharp objects which may shorten the tire life considerably. The recommended tire pressure on the three sizes of tires on company-owned equipment are as follows:

750 x 20—60 Pounds.
825 x 20—65 Pounds.
900 x 20—70 Pounds.

Under no condition is the pressure of any tire to be allowed to drop below that shown above, nor are the pressures to be more than ten pounds above these shown. Tire pressures should be checked when the tires are cool and pressure should be brought up at that time.

(2) Bleeding.—Under no conditions are tires to be bled when they are hot. If this is done, as soon as the tires cool off, the pressure will then drop below the minimum and the tire will be underinflated.

(3) Alignment.—Improper caster, camber, or toe-in, will increase tire wear and any indication that tires are wearing unevenly should be reported to this office immediately so that we can take proper steps to correct the condition. The truckman should report hard steering, shimmying, and wandering, as these are usually indications that there is something wrong with the wheel alignment.

(4) Braking.—Faulty brakes will cause abnormal tire wear in addition to making vehicles unsafe for operation over wet or icy surfaces. Unequal brakes or grabbing brakes should be corrected as soon as possible, or else reported to the General Office. Truckman should eliminate as much as possible any sudden stops, as this may cause skidding of the tires which will result in a flat spot which, in turn, may cause a separation between the various sections of the tire, thus reducing its life.

(5) Tire Mating.—Whenever tire replacements are made, truc man should use as much care as possible to make sure that any tir that are placed together on dual wheels are of the same diamete When this is not possible, it should be made sure that the tire wi the least tread is placed on the inside of the duals.

(6) Bent Rims.—Any dent in the rim flange should be reporte so that it can be replaced because this condition may cause a chang in the flexing of the tire wall which may result in premature sid wall failure.

(7) Tire Replacements.—When tires fail on the road, truckma should wire this office, giving the size of tire needed, and arrange ments will be made to furnish same from Chicago. Under no cir cumstances should a truckman go to a tire store when wiring, be cause it may be very likely that we wish to use a different make of tire.

89 It is intended that all company-owned tires shall be branded as soon as possible after placing them on the vehicle; and if a branded tire fails on the road, truckman should include brand number in his wire when requesting replacement. If a new tire fails, such information should be included in his wire. Examples of wires are shown below:

"Tire No. 1825 Blown Out. Need Replacement Here."
"New 825 Goodyear Blown Out. Need Replacement Here."
"Blew 825 New Recap. Need Spare Sap."

On any tire changes made away from Chicago, truckman should show brand number or serial number of the tire removed, and the serial or brand number of the tire placed on the wheel. He should also show the approximate mileage at which the replacement was made. The tire change should be recorded in the lower left-hand corner of the truckman's Weekly Report." Unless he is advised otherwise by wire, he should hold the old tire until he reaches the first company office, at which point he will turn in this tire and secure a receipt from the office manager.

90 (8) Gasoline.—The cost of fuel is one of the largest individual items of expense in the operation of a truck. All Company drivers are to observe the following, and we suggest that owner-operators do also:

A. "Regular" gasoline is to be purchased at all times, and under no conditions do we want "third grade" gasoline purchased. Premium-priced fuel is to be used only upon specific authorization of the Equipment Division.

B. When buying gasoline the driver is to watch the attendant to make sure that all the fuel shown on the ticket is actually placed in the tank and that the correct grade is furnished.

C. Drivers are expected to buy gasoline at as reasonable a price as possible and be familiar with the difference in state taxes in order to take advantage of these differences when possible. Usually gasoline prices are lower in the larger cities than at roadside stations, and consequently the driver should buy most of the fuel in the larger cities. However, in all cases, as much gas as possible should be purchased at our regular, designated parking lots or refueling stations as shown in Section 9 of the Manual.

D. We have found a few service stations where the use of credit cards has been so mishandled, or the stations are undesirable in other respects, that it is necessary that a list of them be compiled from time to time. Any station on this list is not to be patronized except in an emergency. In such cases the driver is not to buy more gas than is necessary to get the truck to another station.

E. It is the driver's responsibility to make sure that the truck delivers the maximum mileage per gallon of gas. Consequently, he is to make frequent tests to determine the mileage being obtained and record the results in the lower left-hand corner of the Weekly Report. Show the miles traveled and the gas consumed.

F. To obtain the maximum mileage the motor should be tuned approximately every 5,000 miles by a dealer or branch of the manufacturer of the truck.

G. Frequent inspections of gasoline tanks and lines are to be made. If any leaks are discovered, they must be repaired at once.

H. Gasoline mileage is seriously affected by driving habits. Observe the following:

(1) Have the carburetor set so that the motor idles at the lowest possible speed and do not allow the motor to idle any more than absolutely necessary.

(2) "Gunning" the motor when starting wastes gasoline and should be kept at a minimum.

(3) When a motor is allowed to "lug" on grades it takes more gasoline than if the transmission is shifted to the proper transmission gear ratio.

91. SECTION 5—CARE OF INSIDE EQUIPMENT

Each Truckman must keep in mind the fact that inside equipment is expensive and deserving of the best of care. Proper equipment, kept clean, is one of the most valuable assets of our business, and the operator must so consider and care for it as such.

92 CARE OF INSIDE EQUIPMENT

1. Pads.—The greatest attention must be given to the condition and care of pads at all times. They must be kept clean and in repair. They must be neatly folded, stacked, and tied off inside the van when the van is empty. Don't use good pads to protect stoves, washing machines, and dirty or greasy articles. Use hopsacking or an old worn pad. Take every precaution to avoid getting pads wet. If they do get wet, don't stack them in that condition. If unable to dry them outside, string lines inside the van and hang them up. Don't place pads on sharp edges or corners, which might cut them. Protect such edges or corners with folds of hopsacking before padding. Sweep or shake the dust and lint from pads before stacking them. Don't walk around on pads while loading or unloading.

2. Hopsacking or Burlap.—Use wherever extra protection of regular pad is unnecessary such as on stove, washing machines, or rough pieces. Use for small articles where space is at a minimum. Keep clean (material is washable) and neatly folded and stacked.

3. Rope.—Must be neatly coiled and hung on door or side of van when not in use. Discard old or frayed rope before it has a chance to brake and cause a claim. Don't use thin rope or cord to hold up heavy pieces. Use at least 3/8 inch rope for all inside tying.

4. Rubber Bands.—These may be easily obtained by cutting up old inner tubes into 2-inch strips around the circumference of the tube. These are very useful to hold pads on bed ends, etc.

5. Piano Skid.—Keep neatly tied to side of van, or in skid box, when not in use.

6. Dollie.—Keep dollie wheel plates bolted tightly to framework. Oil wheels occasionally.

7. Tarpaulin.—Keep clean and in repair. Can generally be cleaned by use of a stiff brush and soap and water. Fold lengthwise along seams and roll into a compact bundle. If tarpaulin begins to leak, have it repaired and/or re-water-proofed at once.

8. Canvas Floor Strips.—May be cleaned the same as tarpaulin. Keep rolled up in bag furnished for same.

9. Refrigerator Cover.—Keep clean and protect by rolling in a large piece of hopsacking.

10. Furniture and Mattress Covers.—Must be kept clean with frequent washings, and neatly folded and packed in their canvas cover. Guard against getting holes snagged in them and have such holes repaired promptly if they do appear.

11. Inside Cleanliness.—Most of the dirt and lint which accumulates on pads and covers comes from the furniture itself and

could be reduced by dusting the furniture before covering or padding it. However, this would be impracticable, in most cases, but some attention should be given to it while examining the pieces for damages before loading. In any case, the floor of the van must be thoroughly swept out after every load and the accumulated dust on the ribs behind the slats (slat-type semitrailers) should be cleaned out from time to time.

12. Port-O-Robes.—These should be protected with hopsacking when not in use and tied to inside of van. These should be kept clean and in good repair.

93 LITTLE THINGS THAT HELP

Laying of floor coverings, placing of refrigerator covers, special furniture covers, use of castor bags, labelling of containers are all routine matters in Greyvan Service. Adding to the regular service makes better satisfied shippers. Lay a pad over the corner stairway post; cover furniture when it is raining; perform little extra services that will make the shipper appreciate that there is no move so satisfactory as that performed by Greyvan.

94 SECTION 6—CARE OF TRUCK—PHYSICAL

Inasmuch as the moving business is a personal service, and, in general, deals with the shipper directly, it becomes just as important to have a clean, polished van as it does to be personally clean and neat. Remember, the Sales Department has sold the shipper on perfect equipment, and if a Truckman shows up to load with a dirty, rust-spotted van, it is very difficult to convince the shipper that our service will come up to the standard that he has been led to expect.

95 CARE OF TRUCK—PHYSICAL

1. Cleanliness.—Before reporting for any load, truckman is to inspect his van. If it is dirty, it must be washed. If it is dusty, it must be wiped off. If the truckman's time is too valuable at the moment, he should have it done. In any case, unless it is raining or there are no facilities for washing the van, truckman should never go on a job without a clean van.

2. Soap.—Never use soap to clean a van. Nothing will ruin a paint job quicker or more completely. Use a good cleaner and polish.

3. Rust Spots.—Always have a can of blue and a can of white paint on hand, to touch up scratches and spots. Watch fenders, rub rails, hoods, cowls, and around the radiator.

4. Wheels.—Paint wheels frequently. They have to take lots of punishment.

5. Roof.—In order to avoid claims from water damage it is necessary to keep roof in good condition. Any damage to roof covering should be repaired immediately. A canvas roof must be painted with aluminum paint often to keep it waterproof.

96 REAL SERVICE

Greyvan promises its shippers the very finest long distance moving service available. It is mainly on the shoulders of the truckman to satisfy our exacting clientele. Your selection as a member of our organization and your continuance in our service are testimonials to your ability to render typical Greyvan Service.

97 SECTION 7.—SAFETY RULES

Safety and courtesy go hand in hand. The courteous driver is almost invariably a safe driver. Just because a Truckman is driving a big truck capable of crushing 80 percent of the traffic he meets or passes, he should never permit himself to adopt the attitude that he owns the road. He should be considerate of other traffic, tolerant of the mistakes made by nonprofessional drivers, and always drive his truck in a manner that will enhance the prestige of Greyvan Lines, Inc. and of its truckmen. It is safe to say that a large number of car drivers are antagonistic toward trucks. They feel that trucks are a menace and a nuisance on the highway and should be abolished. In view of these circumstances, it is the Truckman's duty to do his part toward reversing this feeling. He should do his bit toward showing the public that truck drivers are the safest, most courteous drivers in the world.

98 SAFETY RULES

I. C. C. Safety Regulations.—A copy of the safety regulations prescribed by the I. C. C. (Loose Leaf binder) will be issued with this Manual and each driver must be familiar with and abide by the rules contained therein. In addition to these rules and regulations, the following rules are specifically prescribed for drivers in the service of Greyvan Lines, Inc.:

1. Speed.—(2.06)* .40 Miles Per Hour Must Not Be Exceeded under any circumstances regardless of schedule or any other instructions to the contrary.

*Where a number is shown at the beginning of each rule this is the section number under which the subject is treated in the I. C. C. Safety Regulations.

2. Brakes.—(2.21 & 3.32) Before leaving a parking lot always test the brakes to determine whether they are working properly. Whenever such testing reveals the brakes to be faulty, insufficient, or positively ineffective, the truck must not be taken out on the road until proper repairs have been made.

Always use the motor as a brake on hills. Before starting down a steep hill drop gears down into a lower ratio. Go down in first or second. Coasting down any hill with gears not meshed is strictly prohibited. Do not allow motor to be turned up to a speed greater than it would normally be driven in that gear.

3. Parking.—(2.21, 2.22, & 2.24) Whenever leaving truck unattended be considerate of others. Avoid parking in such a manner that it will interfere with the operation of other vehicles. Be particularly careful about leaving truck unattended while loading and unloading. Pads and equipment are very tempting, and same may be lost in this manner. Tire changes or mechanical work should not be done at a point where truck is on an up or down grade. Proceed to a point of safety and make the change there. If, in an emergency, truckman must stop or must park on an incline, he must properly block wheels to prevent truck from moving. Cut front wheels into curb, if any. Also stop motor with gears in mesh.

4. Weather Conditions.—(2.31) Whenever, on account of snow, rain, fog, or other weather conditions, it becomes impossible for the truckman to see the road ahead or it becomes dangerous to drive, he is to pull his truck off the road until he can continue in safety. During winter months he will be confronted with sudden changes in temperature with resultant slippery, slushy, icy roads, making it very difficult for him to drive. Under such conditions he is expected to take extraordinary precautions to avoid accidents.

5. Lights.—(2.25, 2.26, 2.27, 2.28, 2.29, & 2.30) Before leaving a loading point or parking lot always test the entire lighting system. Correct any faults before leaving town. During the hours requiring lighting three lighted oil-burning lanterns must be displayed in addition to the regular electric-light system at the rear extremity of the vehicle or load. No spot light shall be operated at any time in violation of any city ordinance or state law, or be permitted to throw its light in such a direction that it would blind other operators of vehicles on the highway. The spot light is a handy and necessary adjunct to safe driving, but it must be used with good judgment and never used unnecessarily.

6. Turn Signals.—All trucks in the service of Greyvan Lines, Inc., are equipped with electric directional signals which must always be used when making right or left turns or when changing

line of traffic. It is imperative that when change of direction has been completed the signal be discontinued.

7. Packing.—It is obvious that backing of a van should be avoided as much as possible; however, when necessary, the driver must have some one at rear to guide and warn him.

99 8. Passing.—(2.17 & 2.18) When intending to pass another vehicle traveling in the same direction be certain no other car is approaching from the opposite direction and that no curve or hill is just ahead and that there is room to pass the car ahead without crowding it off the road. Also be certain that no car or truck is about to pass you from the rear. The responsibility of avoiding accidents while passing overtaken vehicles rests with the driver of the passing vehicle. When passing a horse-drawn vehicle, slow down. If horse shows fright, stop; and if requested by person driving, stop motor until danger is past.

9. Open Range.—Many state laws, particularly in southern and southwestern states, permit livestock to roam at large. This creates an extremely hazardous driving condition. Each driver must observe extraordinary precaution when driving under these conditions.

10. Precaution at Railroad Grade Crossings.—(2.13) While most states do not require that a truck make a full stop before crossing railroad tracks, as a matter of safety, the driver must slow down to a point that the truck may be easily stopped if necessary. If, however, the state law does require a full stop to be made, the law must be rigidly adhered to while in that state. If vision is obstructed in either direction come to a dead stop and be sure that tracks are clear before proceeding. If the driver is waiting for a train to clear a crossing, he should not proceed after the train has passed until he is positive that there is nothing coming from the other direction. He should never shift gears while crossing a railroad track.

11. Adequate Space Between Vehicles.—(2.12) When following traffic the driver must maintain safe braking distance between vehicles to allow stopping, and sufficient distance to permit adequate space for an overtaking vehicle to enter and occupy space without danger. There is no excuse for colliding with the vehicle ahead. When "doubling" with another truck the driver must stay at least 500 yards behind that truck on the highway. He should be particularly careful that this distance is maintained in the mountains.

12. Accidents—Instructions & Reporting.—(a) Do not discuss any accident, except on demand of police authorities, or adjusters for insurance companies in which your van is insured, or company office managers and assistants.

(b) Do not under and circumstances admit liability or responsibility for any accident to any persons who have been injured, or whose property has been damaged; or to any witnesses, police authorities, or any other insurance company representative. This is important for the proper protection of your own interest.

(c). Always obtain the names and addresses of as many witnesses as possible, and carefully enter the information on accident report in space provided for such purposes. Care in obtaining witnesses may say you $50.00 in some accidents. It is always advisable to obtain as many names as possible, even though they may not actually have seen the accidents, as this permits an insurance adjuster to make a very thorough and careful investigation.

(d) Be sure to protect wreckage of vehicles and cargo, if any, from further loss or damage by theft or other causes. If necessary, hire a watchman (at the lowest possible cost).

(e) Any accident involving or resulting from the operation of the vehicles in charge of any truckman or driver (regardless of how slight it may be) must be reported on regular accident report form. One of these reports must be submitted to the General Office in every case even though you have been interviewed by an insurance adjuster. These accident report forms have been made available and are to be carried on all vans in holder provided. The report must be filled in at scene of the accident as quickly as possible after its occurrence. Where necessary, to better explain the accident, the report is to be accompanied by a letter.

100 Types of accidents and locations are classified below with appropriate instructions for reporting their occurrence (with reference to public liability and property damage insurance).

A. Accidents Resulting in Personal Injury, no Matter How Slight (To Other Than Persons on the Van) or Property Damage Apparently Amounting to $50.00 or More.

1. If accident occurs in city where a branch office of Greyvan Lines is maintained, or within a radius of 25 miles from any such office, telephone your report to such office immediately and follow the manager's instructions. Submit your written report of the accident on the proper form, accompanied by letter of explanation, to such office promptly.

2. If accident occurs in any other location, telegraph the General Office; then, either wait for further instructions, or keep the telegraph office advised where to reach you with a reply. Do not leave the immediate vicinity until such further instructions have been received. Be sure to make out your accident report immediately and mail it to the General Office with all available in-

formation. These telegrams must include the items of information indicated herewith:

(a) Date and time of accident.

(b) Location of acident—Be Specific.

(c) Indicate persons injured, and extent, regardless of how slight injury may be.

(d) Probable amount of damage to property of others.

(e) Nature and probable amount of damage to van.

(f) Are you able to proceed with shipment?

(g) Is there any apparent cargo damage; how serious?

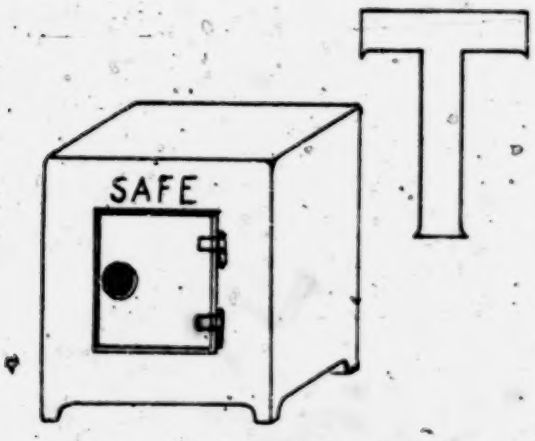
B. Accidents Resulting Only in Property Damage Apparently Less Than $50.00.

1. If accident occurs in city where branch office of Greyvan Lines, Inc., is maintained, or within a radius of 25 miles from such office, make out and properly sign your report at scene of the accident; and either turn it in to such office, or if you have already left the office and are on route with a shipment, mail it to the General Office immediately.

2. If accident occurs in any other location, make out and properly sign your accident report at scene of accident, and mail it immediately to the General Office.

Be sure your accident report is properly signed in all cases. When submitting an accident report to a branch office in person, always give them complete information and advise definitely the probability of cargo damage, or the presence of collision damage to your van. If the accident report is to be mailed to the General Office in keeping with the above instructions, a letter should accompany same giving all additional details possible and indicating the possibility of cargo damage; or the estimated amount of damage to your van.

Accidental Injury to Company Drivers.—(These instructions do not apply to contract truckmen or parties employed by them.) Should the company-driver or helpers employed by him to assist in loading or unloading, happen, in the regular scope of his employment, to be injured (regardless of how slight the injury may be), notify the General Office either by letter, telegram, or telephone; depending upon the seriousness and urgency of the circumstances. Use good judgment. Take no chances of serious infection or further injury. State time, date, place of injury, names and addresses of witnesses. Explain clearly the nature and extent of injury and how it occurred.



101 **Safety in Driving—Safety in Working**
Safety in Thinking—Safety Always

Safety is a measure of your Intelligence, Ability, Skill, Methods, and Application.

A good Safety Record gives you More Security in your work—makes Better Earnings possible—Avoids Excessive Operating Costs.

Safety is the First and Most Important feature of Greyvan Service. Don't take chances. Don't get hurt. Don't fool—one chance may be your last.

102 GREYVAN LINES, INC.

GENERAL LETTER

Subject File: Safety.

JULY 18, 1941.

To All Branch Managers, Truckmen, and Company Drivers:

It is reported that many drivers have complained against the company, and the Dispatcher particularly, on schedules which they have been assigned. This criticism or complaint is unjust, unwarranted, and results from a misunderstanding on the part of those concerned. For this reason a general letter of July 15, 1940, under the same subject file, has been reissued and a copy is attached hereto.

It is highly important that each man charged with the duty of driving understand thoroughly the position of the company and the Dispatcher on the matter of schedules. It will be appreciated that if a driver fails to observe and abide by the instructions which

have been issued on the matter of schedules, then he has no just reason for any complaint to anyone.

No driver is expected to do the impossible. No driver is expected or will be knowingly be permitted to willfully violate the I. C. C. rules and regulations on Hours of Service, since they vitally affect safety; but if an assignment is given which cannot be performed within the Hours of Service prescribed by the I. C. C. and with due regard to safety, there is only one requirement and that is that he cooperate by notifying the Dispatcher in the manner provided.

It Is of the Utmost Importance That All Driving Personnel Thofoughly Understand This Matter and Abide by the Instructions.

Geo. O. Watson.
GEO. O. WATSON.

AFS:LL

GREYVAN LINES, INC.

GENERAL LETTER

Subject File: Safety.

JULY 15, 1940.

(Reissued July 18, 1941)

To All Branch Managers, Truckmen, and Company Drivers:

Particularly for the benefit of the newer men, we repeat the following standing practices:

Safety is the First and Most Important feature of Greyvan Service. There is to be no compromise in considerations of Safety in any phase of your duties.

No Dispatching Schedule is to take preference over Safety.

No Dispatching Schedule is to be performed in violation of the I. C. C. Safety Rules and Regulations, and in particular, those pertaining to Hours of Service of Drivers. In the event such rules and regulations conflict or interfere with performance of any given schedule, the rules are to be observed without question. (They are Governmental requirements having the effect and force of Federal Law). But, the Dispatcher is to be notified in each instance according to current practice.

Be Sure you Understand and Observe These Instructions at All Times.

Bind This Sheet Permanently in Your Copy of "Manual for Truckmen," Immediately Following Section 7.

Geo. O. Watson.
GEO. O. WATSON.

GREYVAN LINES, INC.

GENERAL LETTER

Subject File: Safety.

JULY 15, 1940.

To All Branch Managers, Truckmen, & Company Drivers:

Particularly for the benefit of the newer men, we repeat the following standing practices:

Safety is the First and Most Important feature of Greyvan Service. There is to be no compromise in considerations of SAFETY in any phase of your duties.

No Dispatching Schedule is to take preference over Safety.

No Dispatching Schedule is to be performed in violation of the I. C. C. Safety Rules and Regulations, and in particular, those pertaining to Hours of Service of Drivers. In the event such rules and regulations conflict, or interfere with performance of any given schedule, the rules are to be observed without question. (They are Governmental requirements having the effect and force of Federal Law.) But the Dispatcher is to be notified in each instance according to current practice.

Be Sure You Understand and Observe These Instructions at All Times.

Bind This Sheet Permanently in Your Copy of "Manual for Truckmen," Immediately Following Section 7.

AFS:IN.

GEO. O. WATSON,

104 SECTION 8—CREDIT CARDS

Gasoline credit cards are issued to each van. In order to insure proper handling of these, definite rules have been established and must be followed. These rules are outlined on the following page.

1. All credit cards are to be kept in transparent folder that is inside back cover of this manual.

2. The cards are to be used by the driver only, and it is his responsibility to make sure that they are properly handled.

3. If any card is lost, the driver is to notify the General Office by wire immediately upon noticing that the card is missing.

4. Gasoline, oil, and grease are all that are to be purchased on these cards. Under no conditions will the driver use these cards to secure accessories, pads, equipment, etc.

5. The driver is expected to be sufficiently familiar with the cards issued to him so that he will not attempt to secure gasoline from some station that does not honor any of the cards currently issued by the company.

6. The receipt for gasoline or oil is to be completely filled out, showing the van number, amount of gasoline or oil purchases, the price per gallon or case, and the total bill is to be totaled with any taxes included.

7. The credit cards are the property of the Greyvan Lines, Inc., and when a truckman leaves our service, all cards must be immediately turned in to the Equipment Division of the General Office.

106 UTOPIA

A mover's Utopia would be a moving business without claims—every shipper pleasant and agreeable. That may not be possible but there is still not truckman who cannot do a better job. Greyvan already leads the field in the handling of shipments with the least amount of complaints.

You Can Make the Record Even Better

107 SECTION 9—LISTS OF OFFICES, AGENTS, AND PARKING LOTS

Truckmen will receive changes in these lists from time to time. Some of these changes will be by General Letter. In such cases corrections on your lists should be immediately noted. New lists will be issued from time to time and are to be immediately substituted for the last list furnished.

Where Parking Lots are designated they are the only parking places which will be used in the respective cities.

Be sure your lists are referred to whenever you report in any city. If we have an office or agent in that city report there before loading or unloading.

108 PARKING LOTS

(Corrected to 2/29/40)

Names and addresses of parking lots in cities where Greyvan Lines Offices are maintained.

City	Station and address	Telephone
Akron, Ohio	Broadway Service, Inc., 34-36 S. Broadway	Blackstone 0332.
Baltimore, Md	Lord Baltimore Filling Station, Baltimore & Fallsway	Calvert 5654.
Boston, Mass	Socony Gas Station, Corner Dover & Albany	Devonshire 9765.
Buffalo, N. Y.	Emil's Parking Lot, 303 Franklin St.	Cleveland 9863.
Chicago, Ill	Day-N-Nite Service Station, 1558 S. State St	Victory 9059 (Mr. Arends).
Cincinnati, Ohio	Firestone Service Station, 1630 Reading Rd	Cherry 3301.
Cleveland, Ohio	Sharp's Service Station, 2103 Payne Ave	Prospect 9249.
Columbus, Ohio	McGovern's Truck Haven, 276 West Broad Street	Phone M.A. 6310.
Dayton, Ohio	Snell Oil Co., 900 West 3rd St	Fulton 0684 (J. S. Craven).
Detroit, Mich	Standard Oil Station, 8448 Woodward Ave	Trinity 29590.
Indianapolis, Ind	Hoosier Petroleum Co., Inc., 45 S. West St	Lincoln 0517.
Louisville, Ky	Ohio Linco Service Station, 1st & Liberty	Wabash 9747.
Milwaukee, Wis	Kern's Parking Lot, 837 North Sixth St	Broadway 2973.
New York, N. Y.	R & K Service Station, 32-07 Queens Blvd. near 22d Place, Long Island City.	Stillwell 4-9887.
Newark, N. J	Pennsylvania Service Station, 937 Raymond Blvd	Mitchell 2-7221.
Philadelphia, Pa	Socony-Vacuum Service Station, 33rd & Walnut	Baring 9235.
Pittsburgh, Pa	Republic Gas Station, 216 Anderson St., N. Side	Cedar 9838.
St. Louis, Mo	Van Houten's Shell Serv. Station, 10th & Spruce Sts	Garfield 5576.
St. Paul, Minn	Mobile Gas Station, Raymond & University	Nestor 9185.
Syracuse, N. Y	Pure Oil Station, 141 West Onondaga St	4-9539.
Washington, D. C	New Bill's Esso Service, 1943 New York Ave. NE	Lincoln 8759.

Parking lots in cities where we maintain agents.

Atlanta, Ga	Speed Oil Co., 450 Whitehall St. SW	Mr. Lunceford.
Birmingham, Ala	Royal Tire Service, 1600 1st Avenue, N	7-8876.
Kansas City, Mo	Watson Station, Corner 14th and Oak Sts	Grand 9614.
New Orleans, La	2101 Burgundy St	Franklin 2167.
San Antonio, Tex	Redford Transfer & Stge., 140 Fredericksberg Rd	Pershing 8183.

109 LIST OF GREYVAN LINES BRANCH OFFICES AND SALES AGENTS

MARCH 15, 1942.

To Branch Offices, Sales Agents, Truckmen, and General Office Employees:

Upon Receipt of This List Please Destroy All Previous Lists.

1. All Greyvan branch offices and sales agents are listed alphabetically by state and city.

A. Company owned and operated offices are denoted by the name of the city appearing in capital letters:

B. The number appearing below the name of a city indicates the office or agents number. (This for convenience of Accounting Department.)

C. As a matter of convenience we list Greyvan branch offices separately. In the agents register we also name the branch office cities, but it is necessary to refer to the individual branch register to obtain pertinent data. Warehouse agents located in branch office metropolitan areas are listed on the branch register under their respective locations, however, all matters must be taken up through the Greyvan Office at that point, and not with the warehouse agent direct.

D. A number after the name of the Agent indicates the office to which the agent is assigned, as follows: Peekskill, N. Y., A. D. Wightman, 8 (New York).

E. For agency management purposes our operating territory is divided into four zones.

A number prefixed by the letter Z appearing immediately after the name of the agent will indicate the zone in which the agent is located. In cases where the zone letter (such as Z1, Z2, etc.) is shown after the agent's name, the agent reports direct to the General Office instead of through a Branch office.

F. For Branch management purposes our operating territory is divided into four districts. D1 appearing opposite the listing of a branch office denotes the branch is in District One, D2 denotes branch is in District Two, etc.

2. All matters relative to cities and towns not listed should be referred to the General Office in Chicago, located at 1338 South Michigan Avenue.

3. Warehouse and local haul facilities are offered or will be arranged in all cities and towns listed.

GREYVAN LINES, INC.,
1338 South Michigan Avenue,
Chicago, Illinois.

110 GREYVAN LINES, INC. BRANCH OFFICES AND WAREHOUSE SUBAGENTS

Alabama

Birmingham 56—Greyvan Lines, Inc., 941 Martin Building, Tel. 4-2204—D3.

Connecticut

Hartford 93—Greyvan Lines, Inc., 125 Trumbull St., Room 402, Tel. Hartford 2-6683—D1.
Warehouse Subagent: Charter Oak Trucking Co. 161 Front Street.
New Haven 53—Address all communications to Hartford Office—Greyvan Lines, Inc., 152 Temple St., Room 613, Tel. New Haven 7-0241—D1.

Delaware

Wilmington 15—Greyvan Lines, Inc., 10th & King St., Tel. Wil. 4-2404—D1.

District of Columbia

Washington 12—Greyvan Lines, Inc., 1112 Woodward Building, Tel. National 7690—D1.
Warehouse Subagent: Curtis Bros. Mvg. & Stge. Co., 1110 V Street, SE.

Georgia

Atlanta 61—Greyvan Lines, Inc., 218 Red Rock Building, Tel. Jackson 7827—D3.

Illinois

Chicago 2—Greyvan Lines, Inc., 1338 So. Michigan Ave., Tel. Victory 7400.
Warehouse Subagents: Anderson Bros. Storage Co., 3141 Sheffield Avenue; Peterson Fireproof Stge., 1011 East 55th Street; Scully Storage Co., 723 Oak Street, Winnetka, Illinois.

Indiana

Indianapolis 1—Greyvan Lines, Inc., 302 Merchants Bank Bldg., Tel. Riley 7100—D4.

Kentucky

Louisville 21—Greyvan Lines, Inc., 226 Heyburn Bldg., Tel. Wabash 5891—D3.

Louisiana

New Orleans 57—Greyvan Lines, Inc., 201 Carondelet Bldg., Tel. Raymond 8332—D3.
Warehouse Subagent: Liberty C. Cyrus Stge. & Van Co., 225 North Peters Street.

Maryland

Baltimore 29—Greyvan Lines, Inc., 351 Equitable Bldg., Tel. Plaza 2404.

111 Massachusetts

Boston 14—Greyvan Lines, Inc., 241 Park Square Bldg., Tel. Hancock 9044—D1.
Warehouse Subagent: Howard Stge. Warehouse Co., 6 Howard Street, Roxbury, Mass.
Springfield 330—Address all communications to Hartford Office.—Greyvan Lines, Inc., 31 Elm St., Tel. Springfield 25538. D1.
Worcester 27—Greyvan Lines, Inc., 306 Main Street, Room 204, Tel. W 5-0032—D1.

Michigan

Detroit 4—Greyvan Lines, Inc., 10226 Woodward Avenue, Tel. Townsend 82107—D2.
Warehouse Subagents: Lenox Moving & Storage Co., 1038 Lake View Avenue; Birmingham Mvg. & Stge. Co., 303 East Maple, Birmingham, Michigan.

Minnesota

Minneapolis 31—Greyvan Lines, Inc., 1111 Nicollet Ave., Room 322, Tel. Bridgeport 7743—D4.
Warehouse Subagent: United Warehouses Corp., 708 South Third.

Missouri

St. Louis 5—Greyvan Lines, Inc., 1217 Syndicate Trust Bldg., Tel. Garfield 0400—D4.
Warehouse Subagents: Maplewood Moving & Storage, 601 East Lockwood Avenue, Webster Groves, Mo.; John A. Ryan Mvg. & Stge., Inc., 123 North 3rd, East St. Louis, Illinois.

Nebraska

Omaha 25—Greyvan Lines, Inc., 300 Brandeis Theater Bldg., Tel. Atlantic 3710—D4.

New Jersey

Newark 10—Greyvan Lines, Inc., 665 Broad St., Room 809, Tel. Market 3-2438.
Warehouse Subagents: Bressman Moving & Storage, 49 Frelinghuysen Ave.; Capitol Storage Corp., 23 Campfield Court.

New York

Albany 91—Greyvan Lines, Inc., 167 Chestnut St., Tel. Albany 4-4481—D1.
Buffalo 13—Greyvan Lines, Inc., 406 Jackson Building, cor. Delaware Ave. & Chippewa, Tel. Washington 8646—D2.
Warehouse Subagent: E. F. Daley, Inc., 65 Purdy Street.
New York 8—Greyvan Lines, Inc., 393 7th Ave., Room 1308, Tel. Bryant 9-4190.
Warehouse Subagents: Gramercy Stge. Whse., 515 E. Seventeenth St., Manhattan:
Thomas F. Healey & Sons' Whse., 2521 Tilden Ave.,
112 Brooklyn Lightbody Bros. Fireproof Stge., 89 Division Street, New Rochelle, N. Y.; Mt. Pleasant Stge. Whse., Pleasantville, N. Y.; Murphy Storage Warehouse, Great Neck, Long Island; Sofia Bros., Inc., 4396 Broadway.
Rochester 26—Greyvan Lines, Inc., 123 Powers Building, Tel. Main 4842—D2.
Syracuse 16—Greyvan Lines, Inc., 134 West Onondaga St., Tel. 2-3226—D2.

Ohio

Akron 28—Greyvan Lines, Inc., Metropolitan Bldg., 39 So. Main Street, Tel. Franklin 0321—D2.

Cincinnati 7—Greyvan Lines, Inc., Fountain Square Bldg., 505 Walnut Street, Tel. Cherry 3242.
Warehouse Subagents: Klappert's Stge. Warehouse, 229 Scott Street, Covington, Ky.; Brighton Storage Company, 607-15 W. McMicken Ave.

Cleveland 6—Greyvan Lines, Inc., 329 Plymouth Bldg., 2036 S. Twenty-second, Tel. Cherry 4334.
Warehouse Subagent: Bramley Storage Company, 3900 Athens Avenue.

Columbus 23—Greyvan Lines, Inc., 50 W. Broad St., Room 3050, Tel. A D 6444—D3.
Warehouse Subagent: Kutschbach-McNally Corp., 628 Kerr Street.

Dayton 11—Greyvan Lines, Inc., 131 N. Ludlow St., Room 214, Tel. Adams 4560—D3.
Warehouse Subagents: R. B. & C. S. Tawney, 420 Hickory Street; Union Storage Company; 101 Bainbridge Street.

Pennsylvania

Allentown 24—Greyvan Lines, Inc., c/o Allentown-Easton Motor Exp., 1049 North Quebec Street, Tel. Allentown 3-2146—D1.

Philadelphia 9—Greyvan Lines, Inc., 316 Harrison Bldg., 15th & Market, Tel. Locust 1366—D1.
Warehouse Subagents: Quaker Storage Company, 2501 Germantown Avenue; Mt. Ephraim Storage Co., 1444 Mt. Ephraim Ave., Camden, New Jersey.

Pittsburgh 3—Greyvan Lines, Inc., 1003 Penn Avenue, Tel. Grant 1416—D2.

Rhode Island

Providence 807—Greyvan Lines, Inc., Room 1201, Industrial Trust Bldg., Tel. Dexter 8490—D1.

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Texas

Dallas 35—Greyvan Lines, Inc., 903 Southland Bldg., Annex, Tel. Central 8500—D3.
Warehouse Subagent: Ahart Van & Storage Co., 2615 Elm Street.

Wisconsin

Milwaukee 45—Greyvan Lines, Inc., 2409 N. Maryland Ave., Tel. Lakeside 5200—D4.
Warehouse Subagent: ABC Kortsch Storage Co., 2409 N. Maryland Ave.

AGENTS

Alabama

Birmingham—See Branch Office List.
Cullman 13—Holmes Coal & Transfer Co., 206 1st Street, West, Ben Holmes—Z2.
Florence 7—Stewart Bros. Transfer, J. B. Stewart—Z2.
Gadsden 8—Bagley Transfer Co., 124 North Third Street, A. R. Bagley—Z2.
Mobile 9—Dave B. King, 209 North Royal Street—Z2.
Montgomery 10—W. M. Anderson, 105½ South Court Street—Z2.

Arkansas

Fort Smith 17—Sunflower Lines, Inc., 3rd & A Streets, W. R. Cawthon, Jr.—Z1.
Hot Springs 18—See Kilgore, Texas—Z1.
Pine Bluff 21—Red Line Tsfr. & Stge. Co., 219 West Barreque, Harry E. King—Z1.

Colorado

Colorado Springs 28—Smith Stge. & Tsfr. Co., 234 West Colorado Ave., Clarence A. Warren—Z4.
Denver 29—Duffy Stge. & Moving Co., 1521 Twentieth Street, J. F. Duffy—Z4.

Connecticut

Bridgeport 38—William B. Meyer, 42 Ann Street, Lloyd H. Meyer—93.
Danbury 40—Paul E. Serre, 10 Crosby Street—93.
Darien 42—Paragon Fireproof Stge., 183 Post Road, Capt. Thos. O'Connor—93.
Greenwich 44—Cotron's Moving Trans., 29 Sherood Place, Frederick Cotron—93.
Groton 45—Geo. P. Finch, 134 Baker Avenue.
Hartford—See Branch Office List.
Meriden 48—Thomas J. Harrigan, 87 Camp Street—93.
New Haven—See Branch Office List.
New London 54—See Groton—93.
Norwalk 55—Louis J. Gardella, Inc., 8 Smith Street, Louis J. Gardella—93.
Norwich 56—John H. Ford, New London Turnpike, Harry B. Ford—93.

115 Stamford 58—Goulden's Stge. & Van Co., 152 Summer Street, E. F. Leach—93.
Torrington 60—John H. Daley, 561 So. Main Street—93.
Winsted 64—C. A. Roberts Trans. Co., 36 Boyd Street, C. A. Roberts—93.

Delaware

Dover 981—Nap & Spence, 407 Loockerman St., Harry W. Spence—Z2.
Wilmington—See Branch Office List.

District of Columbia

Washington—See Branch Office List.

Florida

Jacksonville 71—Fred G. Jones, Jr., 412 Hildebrandt Building—Z2.
Miami 73—See Miami Beach, Fla.—Z2.
Miami Beach 74—AA Triangle Tsfr. & Whse., 537 Michigan Avenue, Milton Weissberger—Z2.
Pensacola 76—Bingham Transfer & Stge., 24 So. Brue Street, E. A. Allen—Z2.
St. Petersburg 79—Bee Line Transfer, 1530 Burlington Ave., N.—Z2.
Sarasota 77—Edward Breault, 343 West 8th St.—Z2.
Tampa 80—Bee Line Transfer Co., 230 South Water St., T. Goodall—Z2.
Tallahassee 82—Harrell's Tsfr. & Stge. Co., South McComb Street, P. O. Box 655, Frank M. Harrell—Z2.

Georgia

Atlanta—See Branch Office List.
Augusta 88—Harrison Transfer Co., 825 Calhoun Street, R. O. Harrison—Z2.
Macon 92—Macon Transfer Co., 664 Broadway, Walter S. Herin—Z2.
Savannah 93—Fedderwitz Trucking Co., Stiles Avenue, D. Fedderwitz, Jr.—Z2.

Illinois

Aurora 99—Martin Tsfr. & Stge. Co., 153 So. River Street—Z4.
Belvidere 100—C. W. Difford Transfer Co., 427 South State St., C. W. Difford—Z4.

116 Cairo 103—Dunlap Transfer Company, 418 Thirty-second Stret, J. E. Dunlap—Z4.
Canton 104—Cy Johnson, 84 West Myrtle—Z4.
Centralia 105—Jones Transfer Co., 209 North Oak Street, O. P. Jones—Z4.
Champaign 106—Champaign Tsfr. & Stge., 611 North Walnut Street, John Doran—Z4.
Charleston 107—Carl Hall Transfer Co., 1110 Division Street, Carl Hall—Z4.
Chicago—See Branch Office List.
Danville 108—Dunning & Hill, 318 East North Ave., Sherman Thomas—Z4.
Decatur 109—Parke Warehouses, 621 North Main Street—Z4.
Dixon 110—T. W. Lerdall Transfer, 306 Central Place, T. W. Lerdall—Z4.
Dwight 111—Struebling Transfer Co., 511 So. Lincoln Street, E. F. Struebling—Z4.
East Moline 112—See Moline—Z4.
East St. Louis 113—Refer St. Louis Office—Z4.
Elgin 114—Joseph F. Berna Transfer, 224 Wellington Avenue, J. F. Berna—Z4.
Elmhurst 115—Prager Transfer Co., 214 Claremont St., R. B. Prager—Z4.
Fairfield 116—Bryant's Freight Lines, 106 West Main, Richard F. Bryant—Z4.
Flora 117—R. O. Sparlin Mvg. Service, 415 So. Mills Street, R. O. Sparlin—Z4.
Freeport 118—Union Bus Depot, 220 E. Stephenson St., A. L. Hershberger—Z4.
Herrin 120—See West Frankfort—Z4.
Hoopeston 121—Lyon Bros. Stge. & Tsfr. Co., 226 North Market Street, Percy Lyon—Z4.
Jacksonville 122—City Transfer Co., 742 North Main Street, R. W. Green—Z4.
Kankakee 123—Offerman & Company, 124 North Chicago, A. E. Offerman—Z4.
Kewanee 125—Malone Trucking Co., 720 North Union St., C. Malone—Z4.
La Salle 126—See Peru—Z4.
117 Lawrenceville 127—Gray Transfer Co., 604 Eleven Street, R. J. Gray—Z4.
Lincoln 129—Coogan's Tsfr. & Stge., 723 Broadway, M. J. Coogan—Z4.
Marion 131—See West Frankfort—Z4.
Marseilles 132—Armstrong & Sons, 144 Lincoln Street, John Armstrong—Z4.

Mattoon 133—Hayes Freight Lines, 1991½ North 13th St., G. S. Hayes—Z4.

Moline 134—Knight Tsfr. & Stge. Co., 1725 3rd Avenue, A. P. Schmidt—Z4.

Mount Carmel 135—Froman Transfer, 604 Market, A. C. Froman—Z4.

Mount Vernon 136—Harlow Delivery Service, 1503 Broadway, Frank A. Harlow—Z4.

Murphysboro 138—J. W. Ward Transfer, 1919 Hortense, J. W. Ward—Z4.

Olney 140—S & V Truck Company, 230 West Butler St., C. H. Skinner—Z4.

Ottawa 141—Terry Trucking Service, 120 West Morris, Dale Terry—Z4.

Peoria 144—Thede Brothers, Inc., 110 N. Washington St., A. M. Thede—Z4.

Peru 145—Tobler Transfer Co., 1012 Peoria Street, C. F. Hill—Z4.

Quincy 147—Vidas Transfer Line, 109 North Third, A. Vidas—Z4.

Rockford 148—Willsey Transfer Co., 1452 Myott Avenue, T. E. Willsey—Z4.

Rock Island—See Moline—Z4.

Springfield 150—Merchants Tsfr. & Stge., 1000 East Monroe Street, L. B. Wolf—Z4.

Taylorsville 153—Rinker Tsfr. & Stge., 109 N. Chestnut St., H. R. Rinker—Z4.

Wayne City 159—See Fairfield, Ill.—Z4.

West Frankfort 155—Boner Brothers Tsfr., 502 East Main St., Leon Boner—Z4.

Zion 158—Dan Ray Transfer Line, 2704 Elm Street, Dan Ray—Z4.

Indiana

Anderson 166—Cary Shinkle Trucking Co., 528 West Eleventh St., Earl Caplinger—Z3.

117a Bedford 221—Stout's Transfer, 1701 K Street; Paul Stout—Z3.

Bloomington 169—Elgar & Bennett, 211 South Rogers, Thos. Elgar—Z3.

Connersville 173—T. J. Connell Trucking Co., Mount & Columbia Ave., T. J. Connell—Z3.

Evansville 179—Ballard Transfer Co., 915 N. St. Joseph Ave., Carl H. Ballard—Z3.

Fort Wayne 180—Klinger Trucking Co., 402 S. Barr Street, Paul E. Alleger—Z3.

Gary 183—Gary Storage & Van Co., 819 Washington St., K. Harrington—Z3.
Indianapolis—See Branch Office List.
Kokomo 188—Kinney Transit Lines, 423-30 Union Street, Joseph Kinney—Z3.
Lafayette 189—Otis P. Rawlings Tsfr. & Stge., 1712 N. Ninth Street, Otis P. Rawlings—Z3.
Logansport 193—McTaggart Transfer Co., 512 E. Market St.—Z3.
Madison 218—Madison-Louisville Tsfr., Inc., 700 Mulberry, Raymond M. Jones—Z3.
Marion 194—Hazel E. Lemon, 116 East Sixth St.—Z3.
Michigan City 195—L. F. Brown & Son, 216 Washington, L. F. Brown—Z3.
Muncie 198—Cavannall Trucking Co., 815 South Elm Street, C. L. Cavannall—Z3.
Peru 202—Wolf Coal & Trucking Co., 525 West 2nd, Daniel G. Wolf—Z3.
Rensselaer 219—J. A. Grant & Sons, Inc., 502 Clark Street, S. A. Grant—Z3.
Richmond 204—G. E. Taggart, 1100 South 9th St.—Z3.
Seymour 217—F. F. Bulmer Company, Box 437, E. G. Harlow—Z3.
South Bend 207—C. J. Peterson, 1011 South Main St.—Z3.
Terre Haute 208—Kord Tsfr. & Stge. Co., 2215 Sycamore Street, R. C. Kord—Z3.
Valparaiso 210—Murvihill Trucking Serv., 606 Lafayette, Mark Murvihill—Z3.
Washington 214—Killion Motor Express, 300 E. Van Trees St., J. C. Killion—Z3.
Winchester 216—By-Lo Furniture Co., Washington & Meridan, W. F. Reyman—Z3.

118 Iowa

Ames 224—White Line Transfer Co., 301 Kellogg, R. L. Barnard—Z4.
Boone 225—Standley Tsfr. & Stge., 928 Story Street, M. L. Standley—Z4.
Burlington 226—Rieke Motor Transfer Lines, 611 South Main St., H. W. Rieke—Z4.
Cedar Falls 248—See Waterloo, Iowa—Z4.
Cedar Rapids 227—American Tsfr. & Stge., 401 First St. S. E., A. T. Keyes—Z4.
Clinton 228—Bluebird Tsfr. & Stge., 315 North Second St., Mrs. Dorothy Pranger—Z4.

Davenport 230—Johnson Exp. & Tsfr., 1017 Mound, N. A. Johnson—Z4.
Des Moines 231—Reppert Tsfr. & Stge. Co., 100 Fifth Avenue, C. L. Thorp—Z4.
Dubuque 232—Walser Rapid Transfer Co., 357 East Twelfth St., H. Walser—Z4.
Fort Dodge 234—Abeel Transfer & Stge. Co., 414 Central Avenue, O. W. Abeel—Z4.
Fort Madison 235—Central Transfer Co., Denmark Road, O. D. Judy—Z4.
Iowa City 237—Maher Bros. Transfer, 106 South Dubuque St., R. D. Bothell—Z4.
Keokuk 238—Sinton Transfer Company, 523 Blondeau Street, T. F. Talbot—Z4.
Marshalltown 239—American Tsfr. & Stge. Co. (Rear), 119 E. State St., J. B. Crosby—Z4.
Mason City 240—Heimendinger Tsfr. Lines, 215 Fifth Ave. S. W., K. Heimendinger—Z4.
Mount Pleasant 241—See Burlington, Iowa—Z4.
Oskaloosa 243—See Burlington, Iowa—Z4.
Ottumwa 244—Daggett Tsfr. & Stge., 317 So. Wapello St., Wm. D. Daggett—Z4.
Washington 246—See Burlington, Iowa—Z4.
Waterloo 247—Barnes Transfer, 807 Walnut Street, Howard M. Barnes—Z4.

Kansas

Arkansas City 251—A. C. Transfer Co., 117 East Fifth Avenue, Albert L. Wellman—Z4.
Atchison 252—Grodick Tsfr. & Stge. Co., 119 So. Fourth St., E. A. Hoffman—Z4.
119 Chanute 253—Manley Transfer Company, 20 North Grant Street, F. L. Manley—Z4.
Coffeyville 254—Hastings Tsfr. & Stge. Co., 110 East Tenth Street, A. E. Hastings—Z4.
Emporia 256—L. A. Searcy Transfer Co., 23 West Fifth Street, L. A. Searcy—Z4.
Parsons 263—Oren Pemberton Tsfr. & Stge., 1711 Washington, Oren Pemberton—Z4.
Pittsburg 264—Dick's Transfer Co., 104 East 9th St., J. M. Scifers—Z4.
Wichita 267—Bamber's Storage Co., 120 No. Wichita, W. H. Ferguson—Z4.

Kentucky

Ashland 271—Chalmer Gullett Transfer, 957 29th Street, Chalmer Gullett—Z2.
Henderson 274—Kavanaugh Truck Line, 111 Second Street, Oscar Kavanaugh—Z2.
Lexington 275—Gillis Van Service, 725 Louden Street, J. R. Gillis—Z2.
Louisville—See Branch Office List.
Owensboro 276—Eck Miller Contract Co., Inc., 111-113 Frederica St., F. E. Miller—Z2.
Paducah 277—Burton Transfer & Stge., 115 North Second St., M. R. Burton—Z2.

Louisiana

Alexandria 287—Barron Truck Lines, 1720 Rapides Avenue, C. C. Barron—Z1.
Baton Rouge 280—Geo. W. Garig Tsfr. Co., 1009 St. Ferdinand St., R. A. Delaroderie, Jr.—Z1.
Lafayette 286—Louisiana Whse. & Dist. Co., 521 Garfield St., Alden J. LaBorde—Z1.
Minden—See Shreveport—Z1.
New Orleans—See Branch Office List.
Shreveport 285—Central Storage & Tsfr. Co., 709 Commerce Street, L. K. Townsend or R. A. Patterson—Z1.

Maine

Augusta 290—See Hallowell—27.
Hallowell 292—Harry Barrett, Water Street—27.
Lewiston 293—Maliar Brothers, 60 Middle Street, Frank Maliar—27.
Portland 294—Griggs-Turner Co., Inc., 185 Washington Avenue, G. H. Turner—27.

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Maryland

Annapolis 297—Lichtenberg Motor Lines, Inc., 233 Main Street, J. M. Lichtenberg—29.
Baltimore—See Branch Office List.
Cambridge 301—H. Compton Reed, 119 Talbot Avenue—Z2.
Cumberland 298—John Appel Tsfr. Co., 514 Fairview Avenue, E. F. Appel—Z2.
Frederick 299—R. W. Graham, 19 East Third St.—Z2.
Salisbury 302—Samuel S. LeCates, 215 North Division—Z2.

Massachusetts

Adams 304—See North Adams—93.
Athol 305—A. K. Turner, 300 Exchange St.—27.
Boston—See Branch Office List.
Haverhill 317—See Lowell—27.
Lawrence 319—See Lowell—27.
Lowell 321—J. Vincent Murphy, 40 Central Street—27.
New Bedford 323—Geo. E. Tripp, 276 Elm Street—27.
North Adams 325—James Broderick, 519 Union Street, Mrs. George Gregory—93.
Pittsfield 329—Fred P. Cloutier, Inc., 109 Eagle Street—93.
Springfield—See Branch Office List.
Worcester—See Branch Office List.

Michigan

Ann Arbor 341—Fletcher's Moving Co., 1200 Brooklyn Street, A. E. Fletcher—Z3.
Battle Creek 342—Earns Moving & Delivery, 36 North Monroe, George H. Earns—Z3.
Bay City 343—See Saginaw—Z3.
Belleville 344—See Milan—Z3.
Benton Harbor 345—E. S. Small & Son, 857 McAllester St., L. H. McCowen—Z3.
Detroit—See Branch Office List.
Escanaba 347—Lency Clairmont Tsfr., Inc., 1803 7th Avenue, North, Lency Clairmont—Z3.
Flint 348—Thomas L. Johnston, 405 Genessee Bank Bldg.—Z3.
121 Grand Rapids 350—Radcliffe Stge. Co., 135 South Division Ave., Miss Elizabeth Radcliffe—Z3.
Hartford 370—E. Rasmuson, 301 So. Center Street—Z3.
Holland 351—Rooks Transfer Lines, Inc., 13–15 West Seventh Street, John Rooks—Z3.
Ironwood 354—Wright Dray Line, 503 North Hemlock, Geo. M. Voyce—Z3.
Iron Mountain 353—W. D. Cochran Motor Freight, 101 Carpenter Avenue, W. D. Cochran—Z3.
Jackson 355—Shaw Storage & Transfer, 207 Otsego Street, J. H. Shaw—Z3.
Kalamazoo 356—Chas. F. Bowman, 1215 Palmer—Z3.
Milan 359—Milan Truck Line, 252 Church Street, Thurlow Bodley—Z3.
Monroe 360—Kenneth Colton, 423 West Eighth St.—Z3.

Niles 362—Palmer Transfer Company, 214 North Front Street, Floyd Palmer—Z3.
Port Huron 364—Bradley & Son, 1521 Eighth Street, Ray Bradley—Z3.
Saginaw 365—Henne Moving Co., 623 East Genesee, Sam Henne—Z3.
St. Joseph 366—See Benton Harbor—Z3.
Sault Ste. Marie 371—See Escanaba—Z3.
Sturgis 374—Harold W. Meyers, 817 N. Nottawa—Z3.
Willis 372—See Milan—Z3.

Minnesota

Brainerd 377—Bolster Transfer Company, 315 South 7th Street, M. J. Bolster—Z4.
Minneapolis—See Branch Office List.
Rochester 381—Hoover Transfer Company, 203 10½ Place SE., H. H. Hoover—Z4.
St. Cloud 382—Maiers Transfer Company, 512 First St. North, N. A. Maiers—Z4.
St. Paul—See Minneapolis.
Stillwater 384—Peter's Truck Express, 924 North 3rd Street, Robert A. Peters—31.
Winona 383—Thein Transfer Co., 164 West Second St., W. W. Thein—Z4.

122 Mississippi

Biloxi 387—Barthes' Transfer Co., 502 Seal Avenue, F. J. Barthes—Z1.

Missouri

Booneville—See Moberly, Mo.—Z4.
Bowling Green—See Moberly, Mo.—Z4.
Brunswick—See Moberly, Mo.—Z4.
Cape Girardeau 399—Nichols Transfer Co., 1131 North Main Street, R. W. Nichols—Z4.
Carrollton—See Moberly, Mo.—Z4.
Carthage 400—Tabler Transfer Co., 141 South McGregor, Geo. E. Tabler—Z4.
Columbia 401—Orscheln Bros. Truck Line, 7th and Walnut, E. J. Orscheln—Z4.
Fayette—See Moberly, Mo.—Z4.
Fulton—See Moberly, Mo.—Z4.
Independence—See Kansas City, Mo.—Z4.

Kirksville—See Moberly, Mo.—Z4.
Jefferson City 404—L. A. Elliott Truck Tsfr., 319 West Elm Street, Mrs. Lawrence A. Elliott—Z4.
Joplin 405—Sunflower Lines, Inc., 1027 Virginia Avenue, L. R. Reynolds, Jr.—Z4.
Hannibal—See Moberly, Mo.—Z4.
Kansas City 406—W. E. Murray Transfer Co., 2049 Grand Avenue, Herb Scroggs—Z4.
Macon—See Moberly, Mo.—Z4.
Mexico—See Moberly, Mo.—Z4.
Moberly 407—Orscheln Bros. Truck Line, 339 N. Williams Street, W. C. Orscheln—Z4.
Monroe City—See Moberly, Mo.—Z4.
Paris—See Moberly, Mo.—Z4.
St. Joseph 409—Ross Delivery Service, 346 North 7th Street, F. R. Ross—Z4.
St. Louis—See Branch Office List.

Nebraska

Fremont 416—Fremont Union Transfer, 200 North H Street, D. C. Beach—Z4.
Grand Island 417—Nielsen & Petersen, 123 West Fourth—Z4.
Hastings 418—Fergus Transfer & Storage, 103 So. Denver Street, Geo. B. Fergus—Z4.
123. Lincoln 419—Lincoln Truck Terminal Co., 339 South 7th Street, George Burbach—Z4.
Norfolk 420—Union Tsfr. Co. of Norfolk, North of U. P. Depot, K. P. Blakeman—Z4.
Omaha—See Branch Office List.

New Hampshire

Concord 427—C. O. Bonner, Inc., 59 South Main Street, Henry Lupien—27.
Keene 430—H. L. White, 9 Pine Avenue—27.
Laconia 431—F. S. Willey & Co., Inc., 18 Pleasant Street, F. S. Willey—27.
Manchester 432—See Concord—27.
Portsmouth 434—Margeson's, 64 Vaughan Street, R. Clyde Margeson—27.

New Jersey

Asbury Park 439—Lowy's Express, Inc., 916 Langford Street, Charles Lowy—10.
Atlantic City 497—M. Potler & Sons Exp. & Stge. Whse., 113 North Connecticut Avenue, Max Potler—Z3.

Bergenfield 442—Hamilton Brothers, 13 Main Street—10.
Clifton 451—See Passaic—10.
Hackettstown 499—R. D. LaRue & Son, 428 Sharp Street, Harry LaRue—24.
Long Branch 467—See Asbury Park—10.
Millville 500—Young's Express, 1100 South 2nd, John Young—Z3.
Moorestown 471—Earl J. Cline, 51 East Second Street—9.
New Brunswick 473—Donomore Moving & Stge., 75 Patterson Street, James H. Wade—10.
Newton 498—Sussex County Express, 119 Water Street, Roy D. Benson—Z3.
Newark—See Branch Office List.
Oaklyn 476—Arthur's Storage Co., 1024 Market Street, Camden, N. J., Robert L. Arthur—9.
Passaic 478—Dave Levine, Inc., 354 Monroe Street, Dave Levine—10.
Paterson 479—See Passaic—10.
Perth Amboy, 480—M. Borup & Sons, 502 Compton Avenue, C. Borup—10.
Phillipsburg, 481—Reilley's Auto Transfer, 78 Jefferson Street, G. J. Reilley—24.
Red Bank, 485—Albert Burdge & Son, 125 Broad Street, Albert Burdge—10.

New York

Albany—See Branch Office List.
Binghamton, 511—Canny Trucking Co., 6-18 Spring Forest Ave., William Canny—Z3.
Buffalo—See Branch Office List.
Canandaigua, 515—Canandaigua Express Co., 150 Bemis Street, John V. Stedman—Z3.
Corning, 518—Herbert L. Wheeler, 104 West Pulteney St.—Z3.
Dunkirk, 523—Geo. C. Ludwig, 421 Robin Street—Z3.
Elmira, 525—Art Naglee Transportation, 208 Horseheads Blvd., Elmira Heights, N. Y., Arthur Naglee—Z3.
Endicott, 526—See Binghamton.
Geneva, 531—Geneva Mfg. & Storage, 142 Middle Street, C. A. Bissell—Z3.
Glens Falls, 533—Dewey's Van Service, 19-21 South Street, Nelson W. Dewey—93.
Hudson, 543—Grossman & Best, Inc., 710 Union Street, Leo B. Grossman—91.
Ithaca, 547—Student Transfer Company, 704 W. Buffalo Street, Leslie Tyler—Z3.

Jamestown, 548—Walde Peterson, Inc., 26 Willard Street, O. T. Johnson—Z3.
Johnson City, 549—See Binghamton—Z3.
Kingston, 552—Masten & Strubel, 742 Broadway, Roscoe A. Masten—Z3.
Middletown, 562—Harry Eaton, 116½ Linden—Z3.
Monticello, 603—Allen Bros., Inc., 89 St. John, Harry E. Allen—Z3.
Newburgh, 566—Weston Transfer Co., 64 Front Street, Ralph Weston—Z3.
125 Newark, 602—Ruffalo Trucking Service, Inc., Lyons Road, Frank Ruffalo—Z3.
New York—See Branch Office List.
Ogdensburg, 569—St. Lawrence Terminal, 116 Ford Avenue, Elton B. Young—Z3.
Olean, 570—Geise & Son, 261 N. Union St., Merle J. Geise—Z3.
Ossining—See Peekskill—8.
Peekskill, 577—A. D. Wightman, 1208 S. Division Ave.—8.
Port Jervis, 580—Ellwanger Truck Service, 6 Hudson Street, R. C. Ellwanger—Z3.
Poughkeepsie, 581—Floyd C. Roe, 9 Morton Street—Z3.
Rochester—See Branch Office List.
Rome, 585—Harold S. Hawkins, 508 Clinton Street—Z3.
Schenectady, 589—See Albany—91.
Syracuse—See Branch Office List.
Troy, 592—See Albany—91.
Utica, 593—Utica Carting, Storage & Contracting Co., 71 North Genessee St., Thomas Blando—Z3.
Warsaw, 596—Burns Motor Express, 31 Oatka Street, Harold S. Burns—Z3.

North Carolina

Asheville, 616—Union Transfer Co., 34 So. Lexington Ave., Stacey B. Walters—Z2.
Charlotte, 617—City Transit & Van Service, 1715 North Tryon St., J. K. Knowles, Mgr.—Z2.
Durham—See Raleigh—Z2.
Fayetteville, 620—M. M. Smith, 325 Hay Street—Z2.
Greensboro, 623—Tatum-Dalton, Inc., 311 East Washington, R. W. McNairy—Z2.
High Point, 624—High Point Bonded Whse., 911 West Broad Street, R. E. Snow—Z2.
Raleigh, 627—E. L. Stamey, 2107 Breeze Road—Z2.
Wilmington, 631—Murray Transfer Company, 416 North Front Street, Harry Gardner—Z2.

Winston-Salem, 632—Yarborough Transfer Co., 958 N. Liberty Street, B. L. Yarborough—Z2.

126 Ohio

Akron—See Branch Office List.
Alliance 644—Dale F. Lenz, 1505 Grace Street—Z3.
Ashland 645—Ashland Transfer & Stge Co., Commercial Avenue, George E. Lewis—Z3.
Ashley 646—Willis W. Murray, 107 South Street—Z3.
Ashtabula 647—W. B. Coleman, 2710 Lake Avenue, Carrie Bell—Z3.
Athens 648—Williams Transfer, 131 Grosvenor Street, L. M. Williams—Z3.
Bellefontaine 651—Frank E. Sims, 128 Washington Ave.—Z3.
Bucyrus 652—Bucyrus Transfer & Stge., James & Perry Street, Fred M. Knecht—Z3.
Cadiz 653—Bundy's Transfer, Rural No. 1, Route 250, Arthur H. Bundy—Z3.
Canton 656—(Refer Akron office), Schneider Whse. & Stge., Fifth St. & B. & O. R. R.—28.
Chillicothe 658—Russell B. Rihl, 715 East 4th St.—Z3.
Cincinnati—See Branch Office List.
Cleveland—See Branch Office List.
Columbus—See Branch Office List.
Coshocton 660—Dickerson Delivery, 131 Main Street, Dale Dickerson—Z3.
Dayton—See Branch Office List.
Delaware 662—Union Bus Station, No. 2 North Sandusky St.; W. C. McNew—Z3.
Dover 986—See New Philadelphia—Z3.
East Liverpool 664—East Liverpool-Pittsburgh Motor Freight Lines, 715 Bradshaw, A. T. Babb—Z3.
Elyria 663—Howard Wilson Moving, 331 West Ninth St., Howard Wilson—Z3.
Fremont 667—Neven I. Woleslagel, 344 Lynn Street—Z3.
Galion 668—Galion Transfer, 374 South Market St., F. J. Egner—Z3.
Gallipolis 669—Ed. L. Mills Transfer Co., 218 First Avenue, Ed. L. Mills—Z3.
Greenville 671—A. N. Thomas, 111 West Third St.—Z3.
Hamilton 672—City Transfer & Storage, Seventy & Maple Sts., W. L. Wick—Z3.
Harrisville 987—See Cadiz—Z3.
Hillsboro 988—Stroop's Van Service, 119 Southwest Street, John Stroop—Z3.

Ironton 673—See Ashland, Ky.—Z3.
Lancaster 675—Gaffney Transfer & Stge., (Rear) 309 N. M Pleasant—Ralph Gaffney—Z3.
Lima 676—Lima Truck & Storage Co., 139 East Wayne Street John A. Harley—Z3.
London 984—Geo. Killeen & Son, Inc., 128 South Main Street George Killeen—Z3.
Lorain 679—Kuntz & Joyce Transfer Co., 206 Eleventh Street, E. H. Joyce—Z3.
Mansfield 680—Buckeye Stge. & Tsfr. Co., 316 North Mulberry St., John H. Carew—Z3.
Marion 682—John C. Smith Moving Co., 532 Pearl Street, John C. Smith—Z3.
Middletown 686—Miami Terminal, Vine & Webster, R. M. Martindale—Z3.
Mt. Gilead 992—Harold McClellan, RFD #2—Z3.
Mt. Pleasant 989—See Gallipolis—Z3.
Mount Vernon 687—Mosholder Motor Freight, 929 West High Street, K. B. Mosholder—Z3.
Newark 688—J. J. Pfeffer Company, 42 Union Street—Z3.
New Philadelphia 689—Sanders Transfer Company, 148 Allen Lane, Southeast, G. W. Sanders—Z3.
Norwalk 994—Norwalk Truck Lines, 36 Woodlawn Avenue, Robert C. Boyd—Z3.
Painesville 690—Walter E. Makee, 999 North State St.—Z3.
Piqua 691—Morrow Transfer Company, 619 Broadway, C. Morrow—Z3.
Portsmouth 692—Warner-Wall Transfer Co., 12 Chillicothe Street, A. W. Mitchell—Z3.
Sandusky 694—Charles R. Carroll, 211 West Water Street—Z3.
Sidney 695—Bergman & Sons, 218 East Court St., George H. Bergman—Z3.
Springfield 696—Silver Motor Frt. Terminal, 1203 West Main Street, E. R. Kinkenhoker—Z3.
Steubenville 697—Steubenville Trsfr. & Stge., 146 South Commerce St., Mrs. D. H. Milburn—Z3.
Tiffin 698—C. W. Kerschner Trucking Co., 288 South Sandusky, C. W. Kerschner—Z3.
Toledo 699—The Sam Davis Company, 1510 Elm Street, Ira H. Davis—Z3.
Ulrichsville 708—See New Philadelphia—Z3.
Van Wert 701—C. C. Lenney Coal Co., 116 South Lynn, C. C. Lenney—Z3.
Wadsworth 702—H. J. Hall, 133 Broad St., T. C. O'Meara—Z3.
Warren 703—Warren Fuel & Supply Co., 470 South Street, S. E. J. M. Barbe—Z3.

Washington Court House 704—Thompson's Transfer Co., 153 South Hinde Street, H. L. Thompson—Z3.
Wooster 705—B & F Transfer Company, 1221 East Bowman Street, H. D. Franks—Z3.
Youngstown 707—John V. McNicholas, 360 West Commerce—Z3.
Zanesville 708—White Transportation Co., Franklin & Underwood, D. M. Smock—Z3.

Oklahoma

Ardmore 710—Keeter's Transfer Co., 823 Second St., N. W., W. L. Keeter—Z1.
Blackwell 712—Pioneer Truck Line, 203 South Main St., G. P. Zwink—Z1.
Duncan 715—O. K. Transfer & Stge. Co., 908 Walnut Street, Max Holzbeierlein—Z1.
Lawton 717—O. K. Transfer & Stge. Co., 615 D Avenue, A. H. White—Z1.
Muskogee 720—O. K. Transfer & Stge. Co., 17 West Okmulgee Avenue, B. R. Burcham—Z1.
Norman 721—Thompson's Transfer Co., 217 East Gray Street, R. A. Thompson—Z1.
Oklahoma City 722—John Berkley, 925 N. W. Sixth St., Tel.: 7-0838—Z1.
Tulsa 728—Aldridge Van & Storage, 1810 East Jasper, R. C. Aldridge—Z1.

Pennsylvania

Allentown—See Branch Office List.
Beaver Falls 734—C. A. Stoner, 2029 Seventh Ave.—Z3.
Bellefonte 737—See State College—Z3.
Bethlehem 738—Lazarus 20th Century Stge., 212 Northampton, G. H. Lazarus—Z3.
Bloomsburg 786—G. Leslie Miller, Millville Road—Z3.
Bradford 740—Sneath Carting Company, 154½ Main Street, G. T. Sneath—Z3.
Butler 741—Hindman Transfer Company, 245 East Jefferson St., G. Hindman—Z3.
Chambersburg 743—T. M. Zimmerman, 558 East Catherine—Z3.
Chester 744—Headley's Exp. & Stge., 335 East Fifth Street—15.
Doylestown 746—Fischer's Transfer Co., Mercer Avenue, H. Fischer—9.
DuBois 747—William Shaw, 343 So. Brady St.—Z3.
Easton 748—See Allentown—24.

Elwood City 749—King Transfer & Stge. Co., Beaver at 9th, H. L. King—Z3.
Erie 750—Rapid Transit Company, 1230 Sassafras Street, Earl B. Glover—Z3.
Farrell 751—See Youngstown, Ohio—Z3.
Franklin 752—S. A. Heath Tsfr. & Stge., 1237 Buffalo Street, J. A. Heath—Z3.
Grove City 755—David M. Reed, 225 Park—Z3.
Hanover 756—Hanover Transfer Company, 331 Terrace, R. I. Geiselman—24.
Harrisburg 757—Camp Curtin Transfer, 2440 Jefferson St., F. E. Kreider—Z3.
Hazleton 758—Daniel Berlitz, 300 East Green St., West Hazleton—24.
Johnstown 760—Alwine Moving & Stge. Co., 754 Short Street, Harry Alwine—Z3.
Lancaster 761—Keystone Express & Stge. Co., 531 N. Mulberry St., George F. Hostetter—24.
Lebanon 762—Harvey Steckbeck, 206 North Eighth St., Otto Steckbeck—24.
Meadville 763—F. A. Bossard & Son, 596 Arch Street, F. A. Bossard—Z3.
New Castle 764—Frank Wimer, 214 Florence Avenue—Z3.
Norristown 765—Elmer F. Espenship, Water & Lafayette Sts.—9.
Northumberland 785—Mertz Transfer Co., 367 Front, Blair Mertz—Z3.
Oil City 766—See Franklin—Z3.
130 Philadelphia—See Branch Office List.
Pittsburgh—See Branch Office List.
Pottstown 768—Harry E. Herpst, 121 King Street—Z3.
Pottsville 769—Paul A. Purcell, 400 Jefferson St.—24.
Punxsutawney 770—Elk Run Oil Company, Inc., 101 Pine Street, William Staley—Z3.
Reading 771—Kissinger Van & Stge., 35 South Eighth St., Carl Hart—24.
Scranton 772—William Land, Inc., 627 Lee Court, William Land—Z3.
Shamokin 773—D. J. Jones, 14 South Market St.—Z3.
Sharon 774—See Youngstown, Ohio—Z3.
State College 775—Shoemaker Brothers, 1006 West College St., J. C. Shoemaker—Z3.
Stroudsburg 777—Boushell Carrier Co., Inc., 112 Park Avenue, E. K. Boushell—24.
Sunbury 787—See Northumberland—Z3.
Uniontown 783—Ralph C. Fike, 334 Connellsville St.—3.

Waynesburg 779—Waynesburg-Pittsburgh Local, Express, D. Loughman—Z3.
Wilkes-Barre 781—Trexler Brothers, (Rear) 383 S. Main St., M. K. Trexler—24.
Williamsport 782—City Dray Lines, 369 5th Street, J. N. Rathmell—Z3.
York 784—James H. Wilson, 840 East Market St.—Z3.

Rhode Island

Newport 805—Richard W. Hall, 57 Bellevue Avenue—27.
Pawtucket 806—Conlon Warehouse, 134 Sterry Street, Joseph F. McMillan—27.
Providence—See Branch Office List.
Woonsocket 808—See Pawtucket—27.

South Carolina

Beaufort—See Charleston—Z2.
Charleston 813—J. J. Meeks, 110 St. Phillip Ave.—Z2.
Columbia—See Charleston—Z2.
Greenville 815—Greenville Motor Frt. Terminal, Buncombe Highway, Geo. M. Evans—Z2.
131 Orangeburg—See Charleston, S. C.—Z2.
Spartanburg 817—See Charleston, S. C.—Z2.

South Dakota

Huron 823—Ace Motor Cargo, 140 Dakota St., J. W. Crabb—Z4.
Pierre 824—Blue Line Transfer, 419 South Fort Street, K. V. Grebing—Z4.
Rapid City 825—See Huron—Z4.
Sioux Falls 826—Munce Bros. Transfer, 110 East Tenth St., W. J. Munce—Z4.

Tennessee

Bristol 831—Smith's Transfer, 10 Commonwealth Ave., Andy Smith—Z2.
Chattanooga 832—A B C Transfer & Stge., 1100 Carter Street, R. K. Smith—Z2.
Kingsport 836—Tom Still Transfer Co., 225 East Wanola St., Tom Still—Z2.
Knoxville 837—Wheeling Transfer Co., 1603 Washington Ave., A. L. Smith—Z2.
Memphis 838—Red Line Stge. & Tsfr., 171-175 North Main St., Charles Dattillo—Z2.

Nashville 839—The Price-Bass Company, 194-206 Hermitage Ave., J. O. Price—Z2.

Texas

Amarillo 844—American Warehouse & Stge. Co., 100 South Pierce St., Frank P. Allen—Z1.
Austin 845—Ricks Transfer Co., 411 East Fourth, W. T. Ricks—Z1.
Beaumont 846—Terminal Warehouse & Stge. Co., 1001 Pearl Street, Edward G. Edson, Jr.—Z1.
Dallas—See Branch Office List.
El Paso 857—Security Fireproof Stge., 224 North Campbell St., H. Howe, Jr.—Z1.
Fort Worth 858—Central Forwarding, Inc., 304 South Lake St., U. L. Shaw—Z1.
Galveston 859—See Houston—Z1.
Houston 862—Harris Moving & Storage, 2119 Winter Street, G. E. Harris, Jr.—Z1.
Kilgore 863—Bryan Tsfr. & Stge., 121 North Longview St., Vance Bryan—Z1.
132 Lubbock 882—Montgomery Transfer Co., 1110 25th Street, L. C. Montgomery—Z1.
Port Arthur 870—Port Arthur Tsfr. & Stge. Co., 1709 7th Street, F. G. Robichaux—Z1.
San Antonio 873—Redford Transfer & Stge., 330 Fredericksburg Road, S. O. Redford—Z1.
Sherman 875—Bramlet Tsfr. & Stge., 121 West Mulberry, R. E. Day—Z1.
Sweetwater 883—Gus Rigsby Tsfr. & Stge. Co., 114 Elm, Gus Rigsby—Z1.
Tyler 878—Francis Transfer Co., 417 West Wilson, J. F. Womack—Z1.
Wichita Falls 881—Wigington Transfer & Stge., 508 Ohio Avenue, W. B. Wigington—Z1.

Vermont

Bennington 891—See North Adams, Mass.—93.
Rutland 895—Gleason Trans. Co., 26 West Street, Martin L. Gleason—93.

Virginia

Alexandria 902—Smith Storage Company, 111 South Pitt Street, W. S. Smith—12.
Bristol 903—See Bristol, Tenn.—Z2.

Charlottesville 904—Settle's Van & Frt. Service, Fry's Road, H. L. Settle—Z2.
Danville 905—W. N. Baisey, 814 Jefferson St.—Z2.
Fredericksburg 906—R. G. Hilldrup, 509 Williams St.—Z2.
Harrisonburg 907—R. S. Dwyer, 60 Broad Street—Z2.
Newport News 910—Newport News Transfer, 215 Twenty-third St., J. W. Gunter—Z2.
Petersburg 912—Sheffield Stge. Co., 219 Bollingsbrook St., L. Sheffield—Z2.
Richmond 914—W. G. Cosby Tsfr. Co., 1326 East Main St., R. O. Cosby—Z2.
Roanoke 915—Ferguson Tsfr. Co., 113 Church Ave., S. E., J. H. Ferguson—Z2.
Staunton 916—Guss Dull Tsfr. Company, 32 West Johnson Street, Guss Dull—Z2.

West Virginia

Bluefield 925—Evans Line, Inc., 240 Bluefield Avenue, R. M. Evans—Z2.
133 Charleston 926—Capitol Transfer Co., 5 Washington St. East, C. C. Jordan—Z2.
Clarksburg 927—Evans Transfer Co., 134 School Street, E. W. Evans—Z2.
Elkins 938—C. F. Hinchman Transfer, Box 335, C. F. Hinchman—Z2.
Logan 937—John Bush Transfer, Box 911, John Bush, Jr.—Z2.
Martinsburg 931—Henry S. Whittington, 218 North High Street—Z2.
Morgantown 932—Dime Delivery, 72 West Park Avenue, M. J. Squires—Z2.
Parkersburg 934—Citizen's Tsfr. & Stge. Co., 606-616 Green Street, Paul H. Keenan—Z2.
Point Pleasant—See Gallipolis, Ohio—Z2.

Wisconsin

Alma 995—Alma Truck Lines, L. O. Miller—Z4.
Antigo 941—Brigg's Transfer Line, 211 East Fifth Avenue, R. R. Briggs—Z4.
Appleton 942—Muenster Van Service, 312 East North Street, H. Muenster—Z4.
Ashland 978—City Truck & Van Line, 209 Ellis, R. L. Fromholz—Z4.
Baraboo 943—Bisch Transfer Co., Route #4, Clinton Getschman—Z4.

Beaver Dam 944—Beaver Distributing Co., 228 Front Street, S. A. Piszizek—Z4.
Beloit 945—Hart's Transfer Company, 328 Broad Street, C. H. Hart—Z4.
Chippewa Falls 946—See Eau Claire—Z4.
Eau Claire 947—Schumacher Motor Express, 807 No. Oxford Ave., W. Schumacher—Z4.
Fond du Lac 948—Julka Freight Line, 221 Lewis St., Joe Julka—Z4.
Fort Atkinson 949—Fort Trans. & Service Co., 15 South 3rd, East, Alfred Brickson—Z4.
Green Bay 950—Bin's Transfer, Inc., 445 Jackson St., S., A. J. Schneider—Z4.
Kenosha 952—George A. Bohm & Sons, 1609 Fifty-fourth St., George A. Bohm—Z4.
La Crosse 953—Service Tsfr. & Stge., 3rd & Cass, G. Krebs—Z4.
134 Madison 954—H. E. Reynolds Tsfr. Lines, 725 East Mifflin St., H. E. Reynolds—Z4.
Manitowoc 955—Pech's Transfer Company, 736 North Twelfth St., G. W. Pech—Z4.
Marinette 956—Pinegar's Transfer Co., 2107 Maple Street, Geo. Pinegar—Z4.
Marshfield 957—Smith & Sons, 104 South Ville, Ed. S. Smith—Z4.
Medford 958—Neuendorf Trans. Co., Box 177, C. J. Neuendorf—Z4.
Menasha 959—Chick Remick Tsfr. Line & Stge., 411 Garfield Avenue, Lyle N. Remick—Z4.
Menominee 960—See Marinette—Z4.
Merrill 961—Trego Transfer, 206 Douglas, Beryl Block—Z4.
Milwaukee—See Branch Office List.
Monroe 962—Geo. D. Grant Tsfr. Co., 1408 11th Street, Geo. D. Grant—Z4.
Neenah 963—See Menasha—Z4.
Oshkosh 964—Pazen Transfer Line, 212 Cherry Avenue, H. E. —Pazen—Z4.
Park Falls 965—Flambeau Freight Lines, 125 South 5th Avenue, J. N. Saunders—Z4.
Racine 966—Merchant's Delivery, 1215 State Street, E. W. Eastman—Z4.
Rhinelander 967—Brusoe Transfer Co., Pioneer Street, Gordon Brusoe—Z4.
Ripon 968—C. Kuehn Transfer Line, Ransom Street, C. Kuehn—Z4.
Sheboygan 970—Chair City Motor Exp. Co., 11th & Illinois, E. A. Becker—Z4.

Stevens Point 971—Becker Transfer Co., 119 Clark Street, G. C. Becker—Z4.
Washburn 980—See Ashland, Wis.—Z4.
Watertown 974—Wolf Truck Lines, 207 North Third St., M. J. Wolf—Z4.
Wausau 975—Pope Bros. Red Top Cab Corp., 105 Prospect, F. H. Seefeldt—Z4.
West Bend 976—Richard Krueger, 258 Tenth Avenue—Z4.
Wisconsin Rapids 977—Gross Bros., 660 West Grand, L. L. Gross—Z4.

135 April 2, 1942

SUPPLEMENT NO. 1 TO AGENCY AND BRANCH OFFICE LIST DATED MARCH 15, 1942

To: General Office, Branch Offices, Agents, Field Representatives, Truckmen:

Please make the following additions, corrections, changes, and cancelations at once.

Additions—Agents

Illinois:
Belleville 160—Triangle Whse. & Mvg. Co., 212 East B St., R. N. Sprague—Z4.
Galesburg 119—Moore's Transfer, 1055 Grand Ave., G. K. Moore—Z4.

Iowa:
Newton 249—Merchant's Transfer, 105 E. 3rd St., South, L. R. Weldon—Z4.
Oskaloosa 243—Oskaloosa Bus & Tsfr., 106 2nd Ave. E., F. N. Cowan—Z4.

Missouri: Sedalia 410—Van Dyck Truck Lines, 309 W. Main St., Frank B. VanDyke—Z4.

New Jersey: Perth Amboy 480—M. Borup & Sons, 502 Compton Ave., Mr. M. Borup—10.

Texas:
Denton 884—Central Forwarding, Inc., 531 Hickory St.—Z1.
Gainesville 885—Central Forwarding, Inc., 105 West Broadway—Z1.
Wichita Falls 881—Central Forwarding, Inc., 1107 Indiana St.—Z1.

Additions—Warehouse Subagents

Nebraska: Omaha—Stoner Van & Storage Co., 2117 Cuming Street.
New York: New York—Edward Bly Storage, 4555 60th St., Woodside, L. I., N. Y.

Change of Address

Connecticut: Bridgeport—Wm. B. Meyer, 382 Stratford Ave.
Florida: Jacksonville—Fred G. Jones, Jr., 410 Hildebrandt Bldg.
Indiana:
Bloomington—Elgar & Bennett, 316 W. 3rd St.
Fort Wayne—Klinger Trucking Co., 2718 Sherman.
Ohio:
Columbus—Kutschbach-McNally Company, 127 East Goodale St., Columbus.
Cleveland—Greyvan Lines, Inc., 2036 East Twenty-second.
Portsmouth—Warner-Wall Transfer Co.; Front & Gay St.
Oklahoma: Oklahoma City—John Berkley, 435 Southwest 10th St.
South Carolina: Charleston—J. J. Meeks—Home Address: 110 St. Phillip St. Office Address: 58 State Street.
Texas: Dallas—Greyvan Lines, Inc., 2507 Pacific Avenue.

Cancelations—Agents—Remove from list

Florida: Sarasota—Edward Breault, 343 West 8th St.
Kansas: Emporia—L. A. Searcy Tsfr. Co., 23 West 5th St.
New York: Warsaw—Burns Motor Express, 31 Oatka St.
Oklahoma: Muskogee—O. K. Transfer & Storage Co., 17 W. Okmulgee Ave.
Texas: Wichita Falls—Wigington Tsfr. & Stge., 508 Ohio St.

136 Cancelations—Warehouse Subagents—Remove from list

Connecticut: Hartford—Charter Oak Trucking Co., 161 Front St.
Massachusetts: Boston—Howard Stge. Warehouse Company, 6 Howard St.
Minnesota: Minneapolis—United Warehouse Corp., 708 South Third.
New York:
Buffalo—E. F. Daly, Inc., 65 Purdy Street.
New York—Mt. Pleasant Stge. & Whse., Pleasantville, N. Y.
New York—Murphy Storage Warehouse Co., Great Neck, L. I.

Changes—Miscellaneous

Massachusetts: Boston—Telephone number is Hancock 0944.
Nebraska: Fremont—Name of individual: George Pedertz."
Ohio: Portsmouth—Name of individual: A. M. Mitchell.

GREYVAN LINES, INC.,
General Office, Chicago, Ill.

137 April 18, 1942

SUPPLEMENT NO. 2 TO AGENCY AND BRANCH OFFICE LIST
DATED MARCH 15, 1942

To: *General Office, Branch Offices, Agents, Field Representatives, Truckmen*:

Please make the following additions, corrections, changes and cancellations at once.

Additions—Agents—Add to list.

Florida:
Palm Beach 84—Rines Transfer Co., 231 Royal Poncianna Way, Geo. H. Rines, Jr.—Z2.
W. Palm Beach 81—See Palm Beach, Florida.
Illinois: Bloomington 102—Schroeder Tsfr. Co., 404-406 So. Main St., F. P. Schroeder—Z4.
Iowa: Sioux City 245—Propeck's Tsfr., 309 Water St., C. E. Propeck—Z4.
Kansas:
Hutchinson 258—Merchant's Tsfr. & Stge. Co., 19 W. First St., G. W. VanNattan—Z4.
Manhattan 261—Morgan Transfer, 611 Vattier St., Geo. B. Morgan—Z4.
Topeka 266—Anderson Tsfr. Co., 322 West 7th St., Chester W. Anderson—Z4.
Missouri: Springfield 411—R & E Tsfr. Co., 450 W. Poplar, Ralph R. Tisher—Z4.
New Jersey: Trenton 490—Pierce Van Lines, 800 Franklin St., J. P. Pierce—Z3.
South Carolina:
Greenville 815—C. J. Moody, 1010 Woodside Ave., W. Greenville, S. C.—Z2.
Sumter 818—Parrish Dray Lines, 106 Dingle St., S. M. Farabow—Z2.

Change of Address

Illinois: Chicago—Chicago Local Sales Office, 1140 S. Michigan Ave. Telephone: Victory 7400. The address of the General Office remains 1338 S. Michigan. The telephone number is the same for both Chicago Local and General.
Louisiana: New Orleans—303 Carondelet Building.
South Carolina: Charleston—J. J. Meeks; Office, Address 58 State St., Home: 110 St. Phillip.
Texas: Dallas—2507 Pacific Ave., Tel.: Taylor 9213.

Cancellations—Agents—Remove from List.

Florida: Sarasota—Edw. Breault, 343 W. 8th St.
Louisiana: Shreveport—Central Storage & Transfer, 700 Commerce St.
Nebraska: Lincoln—Lincoln Truck Terminal Co., 339 So. 7th St.
South Carolina: Greenville—Greenville Motor Frt. Terminal.

Changes—Miscellaneous

Massachusetts: Springfield—Telephone number, should be 4-1375.
Missouri: Sedalia—Name should be Van Dyke Truck Lines.
Texas: Denton—Name of Individual: L. D. Yerby.
Gainesville—Name of individual: W. J. Howard.
Wichita Falls—Name of individual: M. T. Gholson.

Addition—Warehouse Subagent—Add to List

Missouri: St. Louis—Arrow Moving and Storage Company, 1395 Hamilton Ave.

GREYVAN LINES, INC.,
General Office, Chicago, Illinois.

139 *Government Exhibit 4*

This Agreement made and entered into by and between Greyvan Lines, Inc., an Indiana Corporation, hereinafter referred to as the "Company," party of the first part, and the Van Drivers', Chauffeurs' Piano, Furniture Movers', and Helpers' Union, Local #711 of the International Brotherhood of Teamsters, Chauffeurs, Stablemen and Helpers of America, an affiliate of the American Federation of Labor, hereinafter referred to as the "Union," party of the second part:

Movers—(Cont'd)

ALLIED VAN LINES

"World's largest long-distance movers." Van, rail, or water. Over 800 Warehouse Agent-Members in all principal cities. Standard rates filed with Interstate Commerce Commission.

NATION WIDE MOVING

"WHERE TO BUY IT"

DISTRICT OFFICE

Allied Van Lines Inc
1018 S Wabash HAR 1st 2404

ALLIED VAN LINES INC
1018 S Wabash st HAR 1st-2404
(See Advertisement Page)

AMERICAN RED BALL TRANSIT CO INC
155 N Clark STA 1st-7224
(See Advertisement Page)

AMERICAN VAN LINES INC

Long Distance Moving
LICENSED & INSURED
Temporary Storage
in Fireproof Warehouse
Free Estimates - Phone Day or Nite
6055 S Wentworth Av ENG Inter-1121

American Van Lines Inc
6055 S Wentworth ENG Inter-1122

CHSTADTER STORAGE & VAN CO
7315 S Cottage Grove Av TRI Inter-6060

Anaconda Van Lines
2745 N Elspetn WEL Inter-7717

ANDERSON A

Reliable - Reasonable - Responsible
We Offer Nation-wide Long Distance Moving Service, Fully Insured at Reduced Rates. Full or Part Loads - Direct Delivery. No Crating
No Charge for Rates or Estimates
323 N Kilpatrick Av MAN afield-5422

ANDERSON BRO
Established 1894
945 BELMONT AVE.
3141 SHEFFIELD AVE.
LAKeview 0502 — WELlington 0014
AGENTS FOR GREY VAN LINES
LONG DISTANCE MOVING
945 W Belmont Av LAK eview-0502

LONG DISTANCE MOVING

Gov X-3

GREY VAN Lines

FILED
Gen'l Sess
FEB 2- 1944
AT ... O'CLOCK
ROY H. JOHNSON
CLERK

ANDERSON BROS.
2044 N Keeler av. BEL mont-6365
Anderson Bros 4756W Bunnyside PEN sacola-5700

ANDERSON BROS EXP & STORAGE CO
Household Removals and Storage
Established 1894
945 W Belmont Av. LAK eview-0507
8141 N Sheffield Av. WEL lington-0014

ANDERSON E R MOVING & STORAGE CO 7456 S Eberhart STE ven-1026

Anderson R & Son
Established 1924 Piano & Furniture Moving
4106 W Armitage av. ALB any-8974

Arnold Arthur
Piano Moving, Packing, Shipping, Storage
2643 W 38th LAF ayet-0571

ARDMORE MOVERS

ASSOCIATED INDEPENDENT MOVERS
3652 W Grand CAP itol-1161

ATLAS VAN LINES INC
582[illegible] Clark LON gbeb-9500
(See Advertisement Following Page)
Atlas Van Lines Inc
2251 S Vincennes ASE rden-6622

AUSTIN EXPRESS & STORAGE CO
5435 W Lake AUS tin-0005

AVAILABLE STORAGE & MOVING CO INC 7732 S Shore Island av SAG inaw-4700
(See Advertisement Page [illegible])

AVALON EXPRESS & VAN CO
8108 S Bennett av. REG ent-2828

B B MOVING & EXPRESSING CO
Modern Vans - Ample Padding
Special Equipment for Pianos
Prompt Reliable Service
624 E 43rd OAK land-0401

(Classification Continued Next Page)

A NATIONAL ORGANIZATION

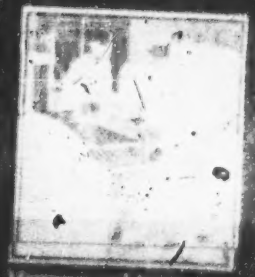
Over 500 Branch Offices and Sales Agents in 38 States

RATES SAME AS 2200 OTHER MOVERS

Modern vans, trained personnel and fine equipment are combined by Grevan to provide you with perfect moving service.

Ask for complete information and estimate, without obligation.





Mattresses and box springs covered to avoid soiling.

GREVAN LINES, INC.

VICtory 7400



Garments keep clean and fresh in Grevan Tent-O-Robes.



Runners and pads on rugs & carpets for protection.



Grevan standard process gives more protection to valuables.

Sales Office, 1140 S. Michigan Ave.

General Offices, 1338 S. Michigan Ave.

Article I

SECTION 1. The Company agrees that this agreement is made with the Union to cover only such members of the Union (herein referred to as "Truckmen" or "Truckman") that own and operate their own equipment, solely for Greyvan Lines, Inc., as motor haulers on the public highways throughout the United States and Canada, and shall in no way conflict with the wage agreement now in force between the Movers' Association of Chicago and the Union, and the parties hereto subscribe to the provisions of and definitions concerning unfair labor practices set forth in the Wagner National Labor Relations Act.

SECTION 2. The Company agrees, before entering into an agreement with any Truckman for the operation of his truck or equipment, that such Truckman must first become a member of the Union in good standing. It is further agreed that the Union reserves the right to reject the application of any person who, in its opinion, is not qualified to become a member of the Union. All agreements with truckmen must be in writing and filed in the General Office of Company.

SECTION 3. The Company agrees to cancel the Truckman's Agreement of any truckman coming under this agreement who is expelled or suspended by the Union, when notified of same by the Secretary-Treasurer of the Union.

SECTION 4. The present Truckman's Committee or members thereof appointed by an official of the Union shall continue to function and shall meet each month at the call of such Union officials to continue furtherance of present aims for the benefit of the Truckmen. At no time shall the Committee meet in the presence of the Company without at least one official of the Union being present.

Article II

SECTION 1. (a) It is agreed that there shall be a grievance Board composed of two representatives of Greyvan Lines, Inc., and two representatives of the Union to act on all grievances in connection with this agreement that cannot be settled by Greyvan Lines, Inc., and such members of the Union to the satisfaction of both. In the event such Grievance Board fails to reach a mutually satisfactory adjustment of any question or difference which may arise respecting compliance with the terms and conditions of this contract, then the two respresentatives of Greyvan Lines, Inc., and the two representatives of the Union, shall select a fifth member. Should the two representatives of Greyvan Lines, Inc., and the two representatives of the Union fail to agree upon

the selection of such a fifth member within 10 (ten) days, then such fifth member shall be selected by the President of the Company and by the President of the Union and the question or difference shall be finally arbitrated by such Grievance Board composed of five members.

140 *Article II*

SECTION 1. (b) This section shall not apply to direct violation of Union rules and regulations as provided in Article I, Section 3, but the Company, when notified as therein provided shall immediately notify the truckmen of cancellation. All other grievances under this agreement shall be subject to adjustment and determination by the Grievance Board. It is understood that the Grievance Board shall proceed to act upon matters submitted to it with all reasonable dispatch and promptness, and said Grievance Board shall have jurisdiction to settle such disputes provided said Grievance Board acts with dispatch and the grievance is settled promptly.

(c) Under no circumstances shall there be a strike or walk-out while the Grievance Board referred to herein shall be considering a matter referred to it for decision, providing such Grievance Board acts within thirty (30) days.

SECTION 2. The Company agrees to deduct the regular quarterly Union dues and assessments from the Truckman's gross income and remit the same to the Union. All due books must be sent to the Union office each quarter to be stamped and returned to the members. The Company agrees that any officer of the Union, or any representative authorized in writing, may, at any time, examine the Truckman's Agreement and account with the Company, and all papers and documents pertaining thereto.

SECTION 3. It is agreed that whenever helpers or drivers are hired by the Truckman, he shall employ members in good standing of Local Unions of the International Brotherhood of Teamsters, Chauffeurs, Stablemen and Helpers of America, who are duly qualified to perform such services, whenever they are available, and shall pay his said employees the prevailing rate of pay of such Local Unions. It is understood that such helpers or drivers are not the employees of the Company, but will be hired and paid by the Truckman and subject to his direction and control.

Article III

SECTION 1. The parties hereto agree that the services furnished to the Company by the Truckman under the Truckman's Agreement and entered into between the Truckman and the Company,

shall be compensated under the following Truckman's Rate Schedule, and all Truckman's Rate Schedules in said Truckman's Agreements shall conform thereto, and it is further agreed that said schedules will not be changed nor will any rule or regulation be adopted by the Company which will result in reducing the income of the Truckman as provided in the Truckman's Rate Schedule, without obtaining the written consent of the Union.

The Truckman's Rate Schedule is as follows:

141 This agreement shall take effect January 1, 1938, and continue in operation until December 31, 1938, and remain in operation from year to year thereafter unless either party shall give written notice to the other party to have the same modified, and such notice must be given at least sixty (60) days prior to the expiration of such agreement. If such notice is not given, then the agreement shall stand as renewed for the following year.

For Greyvan Lines, Inc.

GEO. J. WATSON,
President.
A. F. SCHERTZBERG,
Asst. Secretary.

For the Van Drivers', Chauffeurs, Piano, Furniture Movers, Packers and Helpers Union, Local #711, International Brotherhood of Teamsters, Chauffeurs, Stablemen and Helpers of America.

JAS. W. BRUCE,
President.
WM. O'BRIEN,
Secretary.

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TRUCKMEN'S RATE SCHEDULE

Effective January 1, 1938

Schedule of Items Covered by Tariff

Item	Truckman's income			
	G. B. Holman current tariff	Greyvan tariff No. 2	Greyvan tariff No. 3	Government shipments
1. Transportation service performed.	50% of tariff	52½% of tariff	52½% of tariff	52½% of bid price.
2. Accessorial charges when services performed.	70% of tariff	No provision	No provision	70% of bid price.
3. Terminal services performed:				
Divided shipments (More than one point of pick-up or delivery.)	50% of tariff	No provision	No provision	52½% of bid price.
Hoisting	Tariff	No provision	No provision	Bid price.
Piano carry	Tariff	No provision	No provision	Bid price.
Waiting time	50% of tariff	No provision	No provision	No provision.
Export and import	None	None	No provision	No provision.
Storage in transit (temporary).	None	None	None.	None.
Special Services (not named in tariff).	Tariff	No provision	No provision	Bid price.
4. Excess declared value	50% of tariff	52½% of tariff	52½% of tariff	No provision.
5. Special services:				
Storage Collection Charge for C. O. D	None	None	None	None.

143

Schedule of Additional Items

Item	Truckmen's income
6. Deadhead mileage (see Note 1). Note 1. Deadhead mileage is defined as the mileage traveled by the motor truck or trucks without carrying any shipment or portion thereof, to make such motor truck or trucks available for performing transportation services.	10¢ per mile for miles in excess of 25% of the total miles traveled in each calendar month, as determined by verified claim of truckmen. (See Rule 4).

	Truckmen's income			
	G. B. Holman current tariff	Greyvan tariff No. 2	Greyvan tariff No. 3	Government shipments bid price
7. Bonus (See Rule 6):				
(a) Satisfactory mechanical and physical maintenance	½ of 1%	½ of 1%	½ of 1%	½ of 1%
(b) Satisfactory service performed	1%	1%	1%	1%
(c) Satisfactory personal appearance and mental attitude	1%	1%	1%	1%
(d) Additional bonus	½ of 1%	½ of 1%	½ of 1%	½ of 1%

Rules Governing the Application of Above Rates

Rule 1. Shipments transferred: The amount of the tariff transportation charges or of the Government bid price for transportation charges on which the truckman's income of each truckman is computed shall be based on the proportion that the miles each truckman carried the shipment bears to the total miles of carriage. For purposes of equity the Company shall have the right to make adjustments in keeping with the facts and circumstances pertaining thereto and such adjustments shall be considered final. (See Rule 3.)

144 Rule 2. Left-over Portions of Shipments: The amount of the tariff transportation charges or of the Government bid price for transportation charges on which the Truckman's Income of the Truckman or Truckmen handling the left-over portion of shipment is computed, shall be based on the proportion that the cubic footage of the left-over portion of the shipment bears to the total cubic footage of the shipment involved; provided that, for purposes of equity, the Company shall have the right to make adjustments in keeping with the facts and circumstances pertaining thereto, such adjustments to be considered final; and provided further that in effecting any such adjustment, an amount of such transportation charges, not in excess of 5% thereof, may be deducted from the proportionate amount of such transportation charges allotted to the truckman handling the initial portion of such shipment and added to the proportionate amount allotted to the truckman or truckmen handling the left-over portion of the shipment.

Rule 3. Mileage: Wherever mileage is referred to, it will be computed in accordance with current G. B. Holman Mileage Guide.

Rule 4. Deadhead Mileage Allowance: The Truckman considering himself entitled to Income because of deadhead mileage (Item #6 above) in any month will, on or before the 10th day of the following month, submit written claim therefor to the Company on forms furnished by the Company. The amount of Truckman's income shall be subject to verification by the Company before making credit to his account.

Rule 5. Split Shipments: (a) A split shipment shall be defined as that portion of the shipment beyond the capacity of the van assigned, and as apportioned by the office, or reapportioned by the truckman involved.

(b) Transportation charges allotted to truckman for handling split load portion of shipment will be based on the proportion that the cubic footage of the split load proportions bear to the total cubic footage of shipment to be transported.

145 Rule 6. Bonus: Bonus earned under Item 7, a, b, and c, will be based on the transportation charges for shipments hauled in any calendar month and such earned bonus will be paid by a separate check each month at the same time the Truckman's monthly statement is issued.

The additional bonus of ½ of 1% of transportation charges set out under Item 7 d, will be paid to any truckman who has earned the maximum bonus of 2½% of transportation charges for any period of three consecutive calendar months. This bonus when

earned will be paid to the truckman at the same time as his monthly bonus is paid.

When the truckman has earned the additional bonus he will continue to receive the addifional bonus monthly until he fails to receive the maximum bonus in any calendar month.

When the truckman fails to earn the maximum monthly bonus of 2½% for any calendar month he must then earn the maximum bonus of 2½% for three consecutive calendar months before he becomes eligible for the additional ½ of 1% bonus.

146 VAN DRIVERS, CHAUFFEURS, PIANO, FURNITURE MOVERS AND PACKERS

INTERNATIONAL BROTHERHOOD OF TEAMSTERS

Local Union Number 711

CHICAGO, 5/14/38.

The following Articles shall become a part of the original Agreement effected January 1, 1938 signed between the Greyvan Lines, Inc., and the Van Drivers, Chauffeurs, Piano, Furniture Movers, Packers and Helpers Union Local # 711 of the I. B. of T.

1. When the Company hires Drivers to Drive Company Owned Trucks then the wages for Drivers shall be 75¢ per hour or $36.00 per week. No Driver to be paid less than 48 hours in any one week.

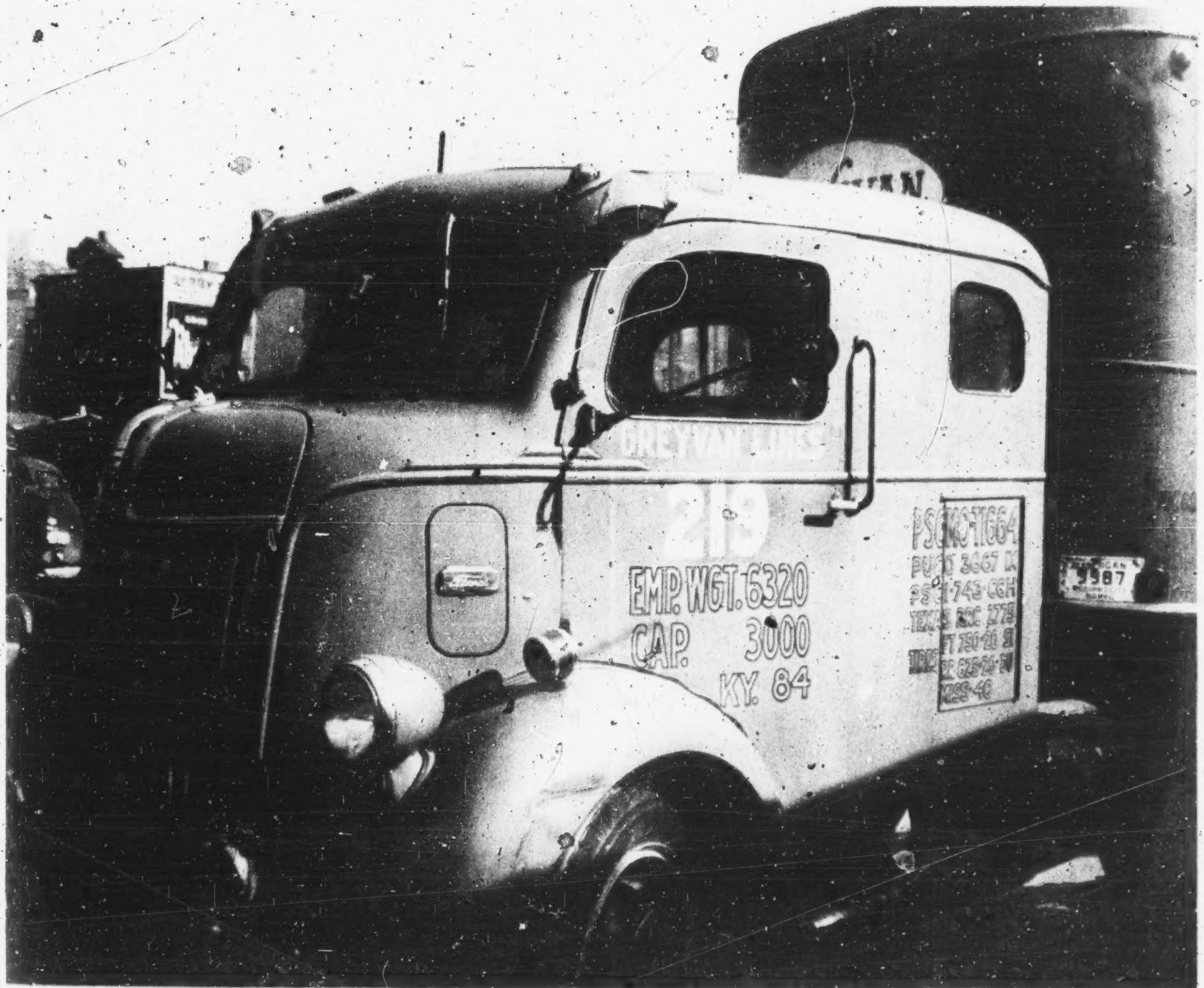
2. Expenses to be paid by the Company. Said expenses shall not exceed $3.00 per day.

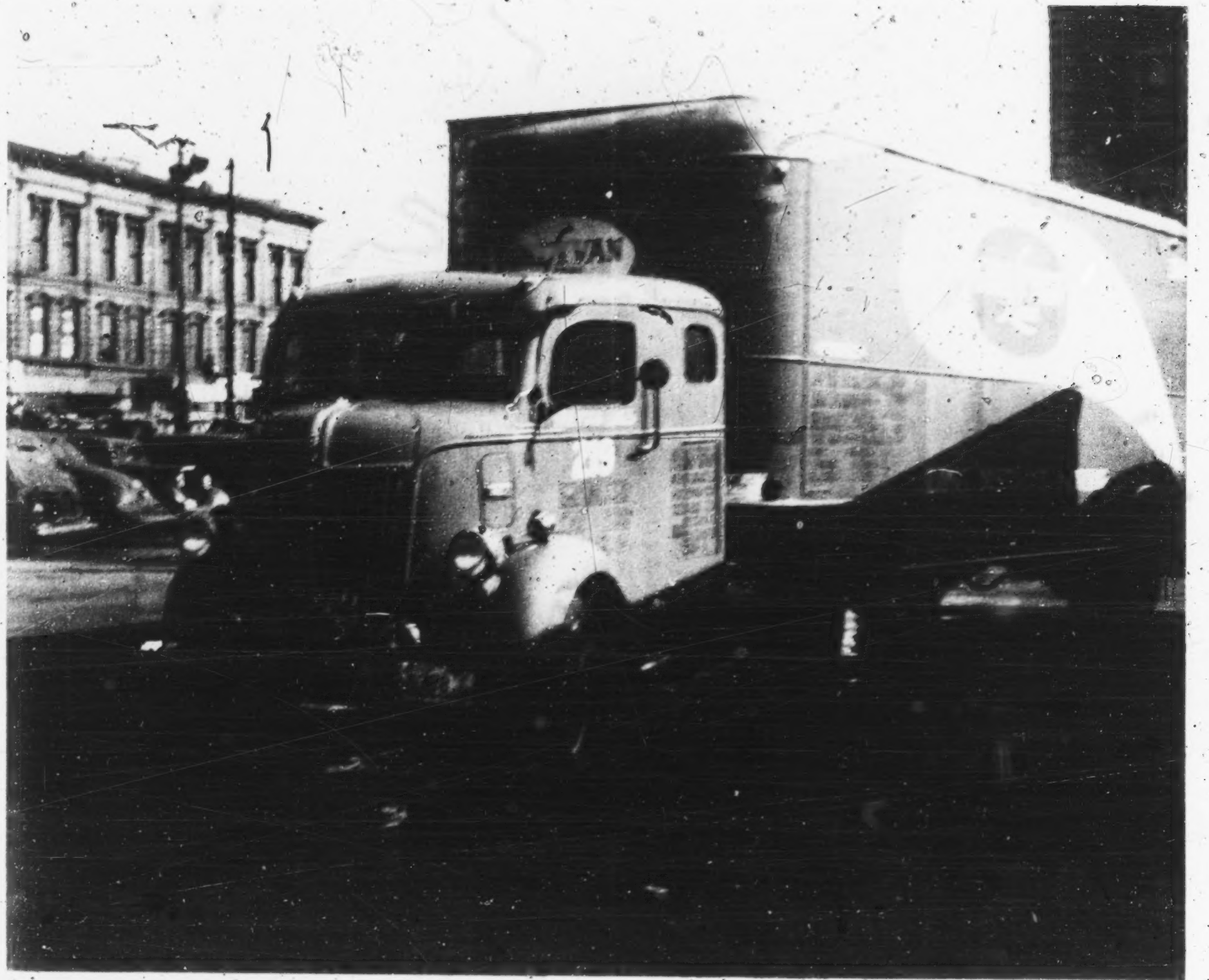
For the Greyvan Lines, Inc.

[redacted] O. WATSON, *Pres.*
A. F. SCHERTZBERG, *Asst. Secy.*

For the Van Drivers, Chauffeurs, Piano, Furniture Movers, Packers and Helpers Union Local # 711 I. B. T.

FRED L. MULEIT, *Pres.*
WM. J. O'BRIEN, *Secy. & Treas.*


EMP. WGT. 6320
CAP. 3000
KY. 84


MAN

149 *Government Exhibit 7*

GREYVAN LINES

PREVENTIVE MAINTENANCE INSPECTION AND ADJUSTMENT EVERY MONTH

Van No_____ Truckman_____ Location_____ Date____
Present mileage_____ Mileage and Date of last report____

√—If O.K.
X—Adjustments or repairs needed.
O—Adjustments or Repairs completed.

Test Vehicle for General Running Condition and Performance Including Brakes

Is oil changed systematically? Yes or no_____
Is motor kept clean on outside? Yes or no_____
Is vehicle properly greased? Yes or no_____
Is vehicle given proper attention? Yes or no_____

Engine

☐ ☐ Tighten cylinder head and cylinder block nuts.
☐ ☐ Clean and adjust spark plugs.
☐ ☐ Check fan belt adjustment and grease.
☐ ☐ Oil generator, starter and distributor, check charging rate and brushes.
☐ ☐ Clean and adjust distributor points and check timing.
☐ ☐ Tighten intake and exhaust manifold and check air leaks.
☐ ☐ Check valves for proper clearance and adjust.
☐ ☐ Inspect and clean inside of distributor head and ignition wires. (Replace wires if broken or grease soaked.)
☐ ☐ Check carburetor for gas leaks, tighten flange bolts.
☐ ☐ Check compression (with compression gauge) to determine condition of rings and valves. Show test Cyl. No. 1____ 2____ 3____ 4____ 5____ 6____ 7____ 8____
☐ ☐ Clean or renew oil filter and engine sump.
☐ ☐ Clean air filter, dip in oil, and replace.
☐ ☐ Clean fuel pump, sediment bulb. Indicate lbs. pressure_____
☐ ☐ Check choke control.
☐ ☐ Tighten motor support bolts.

Cooling system

- ☐ ☐ Inspect and tighten hose connections.
- ☐ ☐ Tighten water pump gland nut and check for proper greasing.
- ☐ ☐ Inspect cooling system for leaks and fill.
- ☐ ☐ Check radiator tie rods.
- ☐ ☐ Check radiator hold-down bolts.

Front end

- ☐ ☐ Test play in knuckle bolts and wheel bearings. (See wheels and brakes.)
- ☐ ☐ Test front wheels for correct caster, camber, and toe in.
- ☐ ☐ Inspect and tighten steering arms.
- ☐ ☐ Inspect and adjust tie-rod and drag link.
- ☐ ☐ Tighten spring clips, adjust shackles, and sound with hammer for broken leaves.

Steering

- ☐ ☐ Check steering housing to frame.
- ☐ ☐ Check pitman arm.
- ☐ ☐ Adjust for play in steering.

Rear end

- ☐ ☐ Inspect rear axle for backlash.
- ☐ ☐ Tighten axle shaft nuts and inspect for end play.
- ☐ ☐ Inspect for grease leaks.
- ☐ ☐ Tighten spring clips, adjust shackles, and sound out with hammer for broken leaves.
- ☐ ☐ Inspect radius rods.
- ☐ ☐ Inspect torque tube.
- ☐ ☐ Inspect propeller shaft.
- ☐ ☐ Inspect universal joints.

General

- ☐ ☐ Check clutch pedal clearance to toe-board.
- ☐ ☐ Check clutch for dragging and slipping. (Drain wash out and refill if wet type.)
- ☐ ☐ Test and focus head light.
- ☐ ☐ Test horn.
- ☐ ☐ Test windshield wiper.
- ☐ ☐ Test combination tail and stop light.

☐ ☐ Check all marker lights and reflectors (must comply with ICC requirements).
☐ ☐ Inspect and focus spot light shining on semi-trailer front oval.
☐ ☐ Check all directional lights and switch.
☐ ☐ Check battery, clean and tighten connections.
☐ ☐ Test instruments on dash.
☐ ☐ Inspect for gasoline and oil leaks—Cyl. base, timing-gear cover, lower crankcase, valve cover, engine cross shaft, and air compressor.
☐ ☐ Inspect exhaust and muffler for leaks and obstructed passage.
☐ ☐ Check all fuses and install extra fuses.
☐ ☐ Check transmission externally.
☐ ☐ Every 12,000 miles drain, flush out transmission; inspect gear teeth, and refill with suitable and seasonable lubricant.
☐ ☐ Check drive line bearing adjustment.
☐ ☐ Check gear shift lever and shifting.
☐ ☐ Check throttle controls.
☐ ☐ Check speedometer.
☐ ☐ Every 12,000 miles grease speedometer cable with graphite grease.
150 ☐ ☐ Check gasoline tanks for leaks and hold-down clamps.
☐ ☐ Check gasoline tank filler caps and shut-off values.
☐ ☐ Inspect windshield, oil locks, and hinges.
☐ ☐ Tighten all cab and body bolts.
☐ ☐ Check glass and replace broken with safety type.
☐ ☐ Check all window-control mechanism.
☐ ☐ Check all compartment and cab door latches.
☐ ☐ Check for loose panels, mouldings, and broken frame or sills.
☐ ☐ Check roof for leaks.
☐ ☐ Check for broken guard rails.
☐ ☐ Touch up all spots where paint is off.
☐ ☐ Recoat roof every six months.
☐ ☐ Check all body doors and tail gate.
☐ ☐ Inspect hood, fenders, aprons, and running boards.
☐ ☐ Inspect permit plates and holders.
☐ ☐ Inspect tail-gate chain.
☐ ☐ Check all tail load anchor loops or spindles.

Semitrailer

☐ ☐ Inspect fifth wheel for play or wear, grease thoroughly.
☐ ☐ Tighten all mounting clamps and bolts.
☐ ☐ Inspect fifth wheel pin for wear, and mounting.

☐ ☐ Check lighting wire connections between tractor and trailer (must be no loose wires).
☐ ☐ Check trailer axle for proper camber and alignment.
☐ ☐ Tighten trailer wheels, hubs, and hub caps.

Wheels and Brakes

☐ ☐ Tighten rim lugs; test for trueness.
☐ ☐ Check brake linkage for looseness.
☐ ☐ Check brake linings and adjustment.
☐ ☐ Check hydraulic and air lines for leaks.
☐ ☐ Check hydraulic master cylinder level, and/or air pressure at brake chambers.
☐ ☐ Every 12,000 miles disassemble front rear wheel bearings (also semitrailer wheels), clean and repack with seasonable bearing grease and readjust.

Tires

Tractor	Pressure Found	Inflated to—lbs	Size	Make	Condition
RF					
LF					
RRO					
RRI					
LRO					
LRI					

Semi	Pressure Found	Inflated to—lbs	Size	Make	Condition
RO					
RI					
LO					
LI					
Spare					
Tractor					
Spare					

Recommended Improvements—General Remarks

Driver's Signature_____

Inspector's Signature_____

151 *Government Exhibit 8*

GREYVAN LINES

PHYSICAL INSPECTION REPORT

Van No._____ Truckman_____ Location_____ Date_____
Is Van Clean?_____ Polished?_____ Inside of Van Clean?_____
Is Inside Cab Neat?_____ Equipment properly piled inside van?_____
Is Tool Compartment Neat?_____ Is Oil or Kerosene Evident in Compartments?_____
Are truckman's papers kept in proper containers?_____ Neat or otherwise?_____
Are Accident Report Cards in Holder Inside Cab?_____

Number of Pads_____	Clean or dirty_____	Torn_____	
Number of Chair Covers_____	Clean or dirty_____	Torn_____	
Number of Mattress Covers_____	Clean or dirty_____	Torn_____	
Number of Piano Covers_____	Clean or dirty_____	Torn_____	
Number of Tarpaulins_____	Clean or dirty_____	Torn_____	
Number of Piano Skids_____	Good or Broken_____		
Number of Dollies_____	Good or Broken_____		
Number of Pot Torches_____	Where Carried_____		
Number of Flares_____	Where Carried_____		Must Be Inside Cab, Instantly Available.
Number of Flags_____	Where Carried_____		Must Be Inside Cab, Instantly Available.
Number of Red Lanterns_____	Where Carried_____		
Number of Fire Extinguishers_____	Type_____ Full or Not_____		Must Be Inside Cab, Instantly Available.

Are small burlap pieces clean or dirty?_____
Are larger hop sacking pieces clean or dirty?_____
Check for following:

Seven ton hydraulic jack_____	Set skid chains_____
Set of tow chains_____	Spare new fuel pump_____
First aid kit_____	Spare new coil_____
Furniture repair material_____	Spare new condenser_____
Kit extra lamp bulbs_____	Spare new dist. points_____
Kit extra fuses_____	Heater for cab_____
Broom_____	Radio_____
Normal tools for road service_____	

Recommended Improvements—General Remarks

_____

_____

Are more than original license plate, ICC plate, and plate for state then in, showing on front or back?_____
Are license plates and permits not in use kept in safe containers?_____
Inspector's Signature_____

152 *Government's Exhibit 9*

INTERSTATE COMMERCE COMMISSION

WASHINGTON

I, W. P. Bartel, Secretary of the Interstate Commerce Commission, do hereby certify that the attached is true copy of application (exclusive of exhibits and other supporting data) on form B. M. C. 1, filed February 10, 1936, in Docket No. MC–14786,

Greyvan Lines, Inc., Common Carrier Application, the original of which is now on file and of record in the office of said Commission.

In witness whereof I have hereunto set my hand and affixed the Seal of said Commission this 28th day of January, A. D. 1944.

W. P. BARTEL,
Secretary of the Interstate Commerce Commission.

---

154 *Government's Exhibit 10*

INTERSTATE COMMERCE COMMISSION

WASHINGTON

I, W. P. Bartel, Secretary of the Interstate Commerce Commission, do hereby certify that the attached is true copy of portion of Exhibit B–1–C of application on form BMC 1, filed February 10, 1936, in Docket No. MC–14786, Greyvan Lines, Inc., Common Carrier Application, the original of which is now on file and of record in the office of said Commission.

In witness whereof I have hereunto set my hand and affixed the Seal of said Commission this 28th day of January, A. D. 1944.

W. P. BARTEL,
Secretary of the Interstate Commerce Commission.

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157 *Government's Exhibit 12*

STENOGRAPHERS' MINUTES

BEFORE THE INTERSTATE COMMERCE COMMISSION

Docket No. MC–14786

Greyvan Lines, Inc., Common Carrier Application vs.

At Washington, D. C. Date October 25, 1939.

Form B. M. C. 1.

PROPERTY CARRIER APPLICATION

(Under "Grandfather" Clause)

(This form for use only by Common Carriers engaged in transportation of property in interstate or foreign commerce on June 1, 1935, and by Contract Carriers so engaged on July 1, 1935, and continuously thereafter)

(Before answering, read General Instructions on last page. Numbers under line refer to Special Instructions on that page)

BEFORE THE INTERSTATE COMMERCE COMMISSION

Application of Greyvan Lines, Inc. (Full and correct name) for a Certificate (Certificate or permit) to operate as a Common Carrier (Common carrier or contract carrier) of property, under the Motor Carrier Act, 1935. DOCKET NO. (Do not fill in)

APPLICATION

To the Interstate Commerce Commission, Washington, D. C.

APPLICANT STATES:

That full and correct name of applicant is Greyvan Lines, Incorporated

Business address 6545 Carnegie Ave. (Street and number) Cleveland (City) Cuyahoga (County) Ohio (State)

That applicant is a Corporation (1), doing business under the trade name or style of Greyvan Lines

That applicant, if a corporation, was organized under the laws of the State of Indiana, and that, if a partnership, the names and addresses of the partners are as follows:

Name	*State, City, and Street Address*

If an association, describe clearly its character

That the type of service furnished and the operations conducted by the applicant or predecessor in interest on June 1, 1935, were as shown in EXHIBIT A, and that no change has occurred therein since that date, except as shown in that exhibit.

That applicant submits as evidence in support of statements contained in EXHIBIT A, the information contained in EXHIBIT B.

That applicant will submit such additional information to substantiate the applicant's prayer herein as the Commission may require.

That applicant has complied with the order of the Commission relative to the service of application on interested parties as shown in EXHIBIT C.

WHEREFORE, The applicant herein prays: That the Commission issue a Certificate (Certificate or permit) to operate as a

Common Carrier (Common carrier or contract carrier) of Property-General Commodities and Household Goods (Class of traffic (commodities generally, with certain exceptions, or special commodities only)

and applicant further prays that if the facts herein contained show that applicant, although applying for a ...tificate (Certificate) (Permit) is entitled for a Permit (Permit) (Certificate) this application be considered to be one for the appropriate form of authority.

Dated this 28th day of January 1936

Greyvan Lines, Inc.
(Applicant)

By Geo. O. Watson Tit. Pres.

OATH

14786

STATE OF Ohio

COUNTY OF Cuyahoga

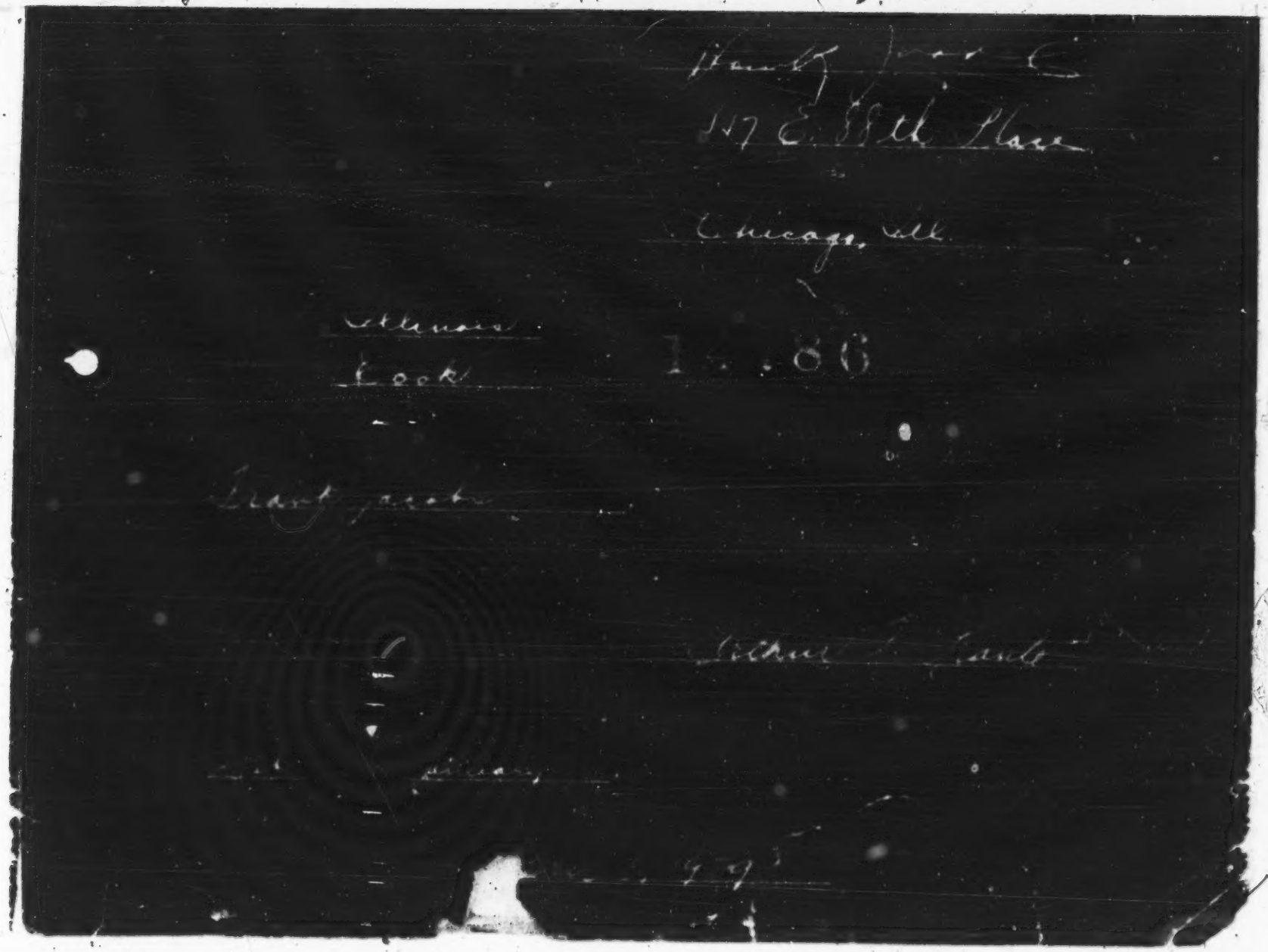
Geo. O. Watson (Name of affiant) makes oath and says that he is the President (Title of affiant)

of the Greyvan Lines, Inc. (Name of applicant) that he is authorized on the part of said applicant to verify and file with the Interstate Commerce Commission this application, and that he has carefully examined all of the statements contained in such application and the exhibits attached thereto and made a part thereof, that he has knowledge of the matters set forth therein and that all such statements made and matters set forth therein are true and correct to the best of his knowledge, information, and belief.

Subscribed and sworn to before me, a NOTARY PUBLIC in and for the State and County aforesaid, this 28th day of January 1936.

My commission expires ...




147 E. 88th Place
Chicago, Ill.
Illinois
Cook
1:86

158 BEFORE THE INTERSTATE COMMERCE COMMISSION

Docket No. M. C. 14786

GREYVAN LINES, INC., COMMON CARRIER APPLICATION

HEARING ROOM "A,"
I. C. C. BUILDING,
Washington, D. C., Wednesday, October 25, 1939.

The above-entitled matter came on for oral argument before the Commission (Division No. 5) at 10 o'clock, A. M.

Present: Commrs. Lee (Presiding) and Rogers.

Appearances: Ivan Bowen, Rand Tower, Minneapolis, Minnesota, appearing for the Applicant.

Oscar Lindstrand, 652 Union Station Building, Chicago, Illinois, appearing for Rail Carriers in Central Freight Association and Southern Freight Association Territories.

160 PROCEEDINGS

Commr. LEE. The Commission will now hear argument number M. C. 14786, Greyvan Lines, Inc. Mr. Bowen, you have twenty minutes. Mr. Bowen.

Argument of Mr. Tvan Bowen

May it please the Commission, this is an application of Greyvan Lines, Inc., a corporation, for a common carrier certificate as a property carrier claiming grandfather's rights. A hearing was held on the application after an informal investigation and the Examiner's report has been entered recommending that an order be entered denying the certificate of this Applicant. The Application which has been filed is on the form of the Commission and has attached to it the exhibits showing the certificates or permits that this company has been operating under and through the various states that required certificates. It also has attached to it the opinion of the Commission of the State of Missouri in connection with the application that was made there back in 1933. It also has attached to it an exhibit showing the territory in which this company operated in the form of a map and the territory in which it claims its rights, showing the location of branch offices and of the agencies and the points between which goods had been hauled in a graphic form showing those points in various states. I will later comment on that exhibit. Then, also attached

161 to the exhibit is some 50 odd assignments for affidavits, assignments in the form of affidavits of so-called drivers-

owners in which they refer to the fact that they have been operating for Greyvan Lines under lease of their equipment or some period prior to the first day of June 1935 and up to the times that the affidavits were made which came down to the date of the filing of the application.

Now, the Examiner's report on page 3; "the application presents two questions, first whether Applicant was on June first, 1935 and continuously since has been engaged in the transportation of general commodities including household goods, and (2) whether the transportation was performed by Applicant or the owner of the vehicle used in the operation." On page 7 he comes to his conclusions and I will read those; "as indicated, the relationship of the owner-operators to Applicant Corporation under the terms of the various agreements cannot be determined with any degree of accuracy and therefore it is not possible to determine which party performed the transportation service. Whereas, a verified application in the testimony of Applicant's witnesses in support thereof constitute at least a prima facie case, a prima facie showing and a presumption of truth. Nevertheless these are both rebuttable." Right at that point I call the attention of the Division to the fact that there was no testimony introduced in opposition. "And where the record as a whole casts substantial doubt upon the verity and accuracy of this showing, and in
162 fact rebuts it, the burden is then upon Applicant to overcome this doubt." Apparently the Examiner proceeds on the basis that we introduced testimony ourselves that destroyed our prima facie case. "That burden is not met by such vague statements that were made by the witnesses for the Applicant standing alone. Here more convincing and concrete evidence is necessary such as documentary proof and corroboration of other witnesses or both, in the absence of these the Examiner is constrained to find that Applicant has failed to uphold the burden imposed upon it and has not established its right under the grandfather clause to certificate to continue the transportation of these commodities and the application should be denied." The opinion is short, the hearing was short, but the case before Your Honors is of importance. Greyvan Lines is as well known in the truck transportation field as a common carrier, and has been ever since 1929, as the Union Pacific Railroad or the New York Central Railroad as common carriers in the railroad field and it is a serious matter when such an organization that operates nation-wide having several hundred employees, is to be put out of business.

Commr. Lee. It is a serious matter when any carrier is put out of business, isn't it?

Mr. Bowen. That is right. Any carrier, I will certainly agree with that, or any other business man or employee. I think
163 possibly that this Examiner's report went off on the proposition of the driver-owner agreements which has to my mind been settled by the decision of this Commission in the Dixie, Ohio case. The form of the contracts which are before the Examiner and before the Commission meet all of the principles that are laid down in the Dixie, Ohio case as to control as to operating for the company, that there was no operation by the owner himself. They are operated under contracts or way bills that were in the name of the company. The company covered the damage, the company stood liable for all damages, cargo insurance and all of that matter. Now the two contracts that were before the Examiner were first, the contract that was presented by the informal—at the informal hearing. That contract to which he refers quite extensively, was the result of the hearing before the Missouri Commission in 1933 when there was a question before the Missouri Commission as to whether or not the form of contract under which we operated satisfied the right of Greyvan Lines, which then was Grey Hound Vans, later the corporate name was changed, to operate as a common carrier. That Commission, when we made an application for an interstate certificate in 1933 and it was contested by the railroads, held that the contract that we were then operating under did not satisfy that Commission that the Greyvan Lines was entitled to operate as a carrier. Subsequent to that holding we asked for a reopening of it. We had another hearing. We presented arguments. We presented
164 a new form of contract in order to meet and satisfy the request or the dictates of the Missouri Commission. The Missouri Commission then put the stamp of approval on that contract and issued us a certificate and their decision is appended as a part of the application. There is a certified copy of it attached to the application.

Commr. Rogers. Do these owner-drivers haul on their own account?

Mr. Bowen. Never, and by the contract they are absolutely excluded from it. It is ground for terminating their contract. Upon that Commission sitting there, and the Chairman was judge Collette who later became Supreme Court Justice in the State of Missouri and is now a United States District Judge in the State of Missouri. There was Judge Stahl, one of the most eminent attorneys in Missouri on that Commission, and Judge English, and they unanimously issued this certificate after passing upon that question. Now the other contract that is in evidence is the contract that was revised from that contract in 1938, I think it was,

or was it '37—1937. That came about as a result of labor negotiations. These men that were operating these vehicles as driver-owners were organized by the Teamsters' Union of the A. F. and L. and they came in and demanded certain revisions in the form of a contract and the result of that, Exhibit 7, which is in evidence is the contract that we operate under today dictated by the Teamsters' Union as the spokesman for the drivers, who, to all intents
165 and purposes as the relation of that is, is the employer-employee relationship.

Commr. LEE. Does the company have any vehicles of its own?

Mr. BOWEN. It does now. Originally—the record shows this—originally the company operated a vehicle of its own. It then went to the driver-owner type. Since the hearing or prior to the hearing, and since 1937 it has again gone back into the owner-operator. It owns now some vehicles and operates under driver-owners. Now the policy is to own vehicles.

Commr. LEE. On the grandfather date it did not?

Mr. BOWEN. It did not. The record shows it did not. It was operating entirely under driver-owner vehicles.

Now this record itself, or the Examiner's report substantiates the fact that this company was in operation. On page 2 of the Examiner's report, "Applicant operated continuously since 1929 to the extent hereinafter indicated. Its operations were conducted under its corporate name and under the trade name of Greyvan Lines." And then again it says; "an analysis of the exhibit indicates that general commodities including household goods were transported with some regularity between various states during the period prior to June first 1935. But it is impossible to determine from these exhibits whether the transportation was performed by Applicant as a common carrier or by the so-called agents, as common carriers.

Commr. ROGERS. Have any of these so-called owner-
166 drivers filed application with us in their own right?

Mr. BOWEN. I have only knowledge of one and it was denied by the Examiner in the report on the grounds that he was the carrier.

169 *Government's Exhibit 13*

BEFORE THE INTERSTATE COMMERCE COMMISSION

WASHINGTON, D. C.

Docket No. MC 14786

IN THE MATTER OF THE APPLICATION OF GREYVAN LINES, INC., FOR A CERTIFICATE OF CONVENIENCE AND NECESSITY TO OPERATE AS A COMMON CARRIER OF PROPERTY UNDER THE CARRIER ACT, 1935

EXCEPTIONS OF APPLICANT TO RECOMMENDED REPORT AND ORDER

IVAN BOWEN,
Attorney for Applicant,
1650 Rand Tower, Minneapolis, Minn.

MINNEAPOLIS, MINN., *April 21st, 1939.*

170 BEFORE THE INTERSTATE COMMERCE COMMISSION

WASHINGTON, D. C.

Docket No. MC 14786

IN THE MATTER OF THE APPLICATION OF GREYVAN LINES, INC.

EXCEPTIONS OF APPLICANT TO RECOMMENDED REPORT AND ORDER

Comes now Greyvan Lines, Inc., applicant herein, and respectfully excepts to the report and order recommended by the Examiner herein on the ground that said recommended report and order are erroneous and unlawful for the reasons, to wit:

* * * * * *

172 STATEMENT OF EVIDENCE

Applicant was prior to June 1st, 1935, and ever since has been engaged in the transportation of property in interstate and foreign commerce as a common carrier over irregular routes within the territory of the United States generally described as east of the States of Montana, Wyoming, Utah, and Arizona, and including movements to and from the State of California and the Dominion of Canada. (Transcript, pp. 13, 14, 49; Exhibit B-I. C. C., Vol. I; Transcript, p. 37.)

Applicant was operating in more states prior to June 1st, 1935, than request was made at the hearing to operate in. (Transcript, p. 14.)

Applicant was registered and operating under the Code
173 of Fair Competition for the Trucking Industry. (Transcript, pp. 14, 15, 16.)

Applicant operated both its own vehicles and driver-owner vehicles (devoted exclusively to applicant's business) at times both prior to and subsequent to June 1st, 1935. (Transcript, pp. 22, 23, 24, 32, 33, 42, 49, 50.)

It carried goods under a company tariff prior to the time of filing of tariffs pursuant to Motor Carrier Act, 1935 (Exhibit 5, Transcript, p. 16) and under MF I. C. C. tariffs subsequent thereto. (Transcript, pp. 17, 18, 52, 54.)

The applicant maintained offices and agents in the various states as shown on Exhibit B–I. C. C. attached to the application. (Transcript, p. 37.)

It employed solicitors. (Transcript, p. 41.)

The applicant had in its own name authorizations as required by various states for its operations. (Transcript, p. 57.)

The applicant paid State permit fees, port of entry charges, mileage taxes, and all license taxes for the vehicles operated by driver-owners, except the original plate tax of the owner's domicile. (Transcript, p. 53.)

The applicant company assumed responsibility for damage caused by the operation of its vehicles and carried liability and property damage and cargo insurance for the protection of the public. (Transcript, pp. 19, 25, 56; Ex. Rept., Sheet 5.)

The applicant has complied with rules and regulations for the appointment of agents for service of process. (Transcript, p. 19.)

Applicant was engaged in business as a common carrier of property as specified in its tariffs over irregular routes prior to June 1st, 1935, and has since so continuously conducted its business. (Vol. I, MC 14786, Transcript, pp. 56, 57; Exhibits
174 1 and 2, Transcript, pp. 16, 38; Transcript, pp. 18, 19, 20, 24, 30, 31, 40, 41, 45, 47, 48, 49, 52, 53, 54.)

ISSUES

The issues presented here are:

I

Is the applicant a common carrier of property in interstate and foreign commerce over irregular routes under Section 203 (a) (14) and Section 206 (a), Motor Carrier Act, 1935?

II

Was the applicant engaged in operation as such common carrier prior to and on June 1st, 1935, and been so continuously operating since?

III

Is applicant entitled to a certificate of public convenience and necessity as a common carrier of property over irregular routes and within the territory applied for under Section 206 (a) of the Act?

The examiner states the issues in his report as follows: "The application presents two questions—(1) whether applicant was, on June 1st, 1935, and continuously since has been engaged in the transportation of general commodities, including household goods, and (2) whether the transportation was performed by applicant or the owner of the vehicles used in the operation." (Sheet 3.)

175 ARGUMENT

* * * * *

176 State permit, mileage and other operating taxes were paid by the company and permits or other operating authority obtained and held in the name of the company. (Transcript, pp. 53, 57; Ex. Rept., Sheet 3).

The report of the Examiner is erroneous in indicating that the "original certificate" tax was not paid by the company, if his reference is made to operating authority taxes. (Sheet 4.) It was the original license plate tax of the vehicle in the home state of the driver-owner that was paid by the "individual owner." (Transcript, pp. 54, 55.)

The company carried public liability and property damage insurance and paid the premiums. (Transcript, p. 56.)

The applicant operated with both its own equipment and driver-owned equipment (devoted to the exclusive service of the company and under the company's trade name) at times prior to and subsequent to the grandfather date. (Transcript, pp. 49, 50; Ex. Rept., Sheet 2.) The testimony shows that there was a period between about 1932 and 1938 when the company operated only "driver-owner" equipment. (Transcript, pp. 49, 50.) This

177 "driver-owner" equipment was operated under the full management and control of the company, and together with the owner was subject to all orders of the company's representatives and agents. (Ex. Rept., Sheet 5.)

The Motor Carrier Act defines a common carrier as follows:

"SECTION 203 (a) (14). The term 'common carrier' by motor vehicle means any person who or which undertakes whether directly or by lease or any other arrangement, to transport passengers or property or any class or classes of property, or the general public in interstate or foreign commerce by a motor vehicle for compensation, whether over regular or irregular routes,"

Regardless of whether the equipment used was owned by the company or by the driver, the evidence proved a common carrier operation. The report of the Examiner states that the evidence demonstrates: "that general commodities, including household goods, were transported, with some regularity between various states during the period prior to June 1st, 1935," but he states that "it is impossible to determine from the exhibits whether the transportation was performed by applicant as a common carrier or by the so-called 'agents' as common carriers." (Ex. Rept., Sheet 7.)

There is no evidence in the record from which it could be concluded that the "agents" were common carriers, or had any contractual relation with the shipper whatsoever. The deduction that the agent could be the carrier has no basis whatsoever either in law or in fact. Such being the state of the record, the Examiner's findings referred to must result in the conclusion that the applicant was a common carrier prior to June 1st, 1935.

The removal of any doubt that could have been indulged in as to the applicant being the carrier is evidenced by the assignment by the agents to the applicant of any rights that they may
178 have had and which were attached to the application introduced in evidence.

The practice of carriers operating with vehicles and facilities other than those to which the carrier held title was well known and understood by the Committees of Congress considering the passage of the Motor Carrier Act, and the legislation was careful to protect the operating rights of such carriers. The intent is shown not only by the definition of "carriers" in Section 203 (a) but also in sub-Section 19 thereof, providing:

"The 'services' and 'transportation' to which this part applies include all vehicles operated by, for, or in the interest of any motor carriers irrespective of ownership or of contract, express or implied, together with all facilities and property operated or controlled by any such carrier or carriers and used in the transportation of passengers or property in interstate or foreign commerce or in the performance of any service in connection therewith."

180 *Government's Exhibit 14*

INTERSTATE COMMERCE COMMISSION

No. MC–14786

GREYVAN LINES, INC., COMMON CARRIER APPLICATION

Submitted May 2, 1941. Decided March 17, 1942

1. Applicant found entitled to continue operations as a common carrier by motor vehicle of (1) household goods, (2) cash registers and parts therefor and adding and computing machines, and (3) bakery equipment, dishwashers, scales and parts therefor, and food-mixing and cutting machines, between specified points in the United States, over irregular routes, by reason of having been engaged in such oeprations on June 1, 1935, and continuously since.

2. Public convenience and necessity found to require operation by applicant as a common carrier by motor vehicle of specified commodities, from points in Alabama to Dayton, Ohio, over irregular routes.

3. Issuance of a certificate approved upon compliance by applicant with certain conditions and after lapse of 30 days allowed for the filing of petitions with respect to certain specified commodities, and application in all other respects denied.

Ivan Bowen, Maurice F. Lennon, and John R. Turney for applicant.

George F. Dyche, Oscar Lindstrand, F. X. Masterson, B. W. La Tourette, F. R. Overmyer, and H. H. Rogers for protestants.

Leo P. Kitchen and T. A. L. Loretz for interveners.

REPORT OF THE COMMISSION

DIVISION 5, COMMISSIONERS MAHAFFIE, ROGERS, AND ALLDREDGE

BY DIVISION 5:

This application was the subject of a report and recommended order by an examiner, to which order exceptions were filed by applicant. Included within such exceptions was a request for oral argument. The case was argued orally and thereafter the matter was reopened for further hearing. Exceptions were filed by applicant to the order recommended by the examiner on further hearing, to which rail-carrier protestants replied. Our conclusions differ somewhat from those recommended.

By application filed [1] February 10, 1936, as amended, Greyvan Lines, Inc., of Chicago, Ill., seeks a certificate of public convenience and necessity authorizing continuance of operations as a common carrier by motor vehicle, in interstate or foreign
181 commerce, of general commodities and household goods, between all points in the United States except those in Montana, Wyoming, Utah, New Mexico, Washington, Oregon, California, Nevada, Arizona, and Idaho, over irregular routes. Several motor and rail carriers oppose the application. Western States Household Goods Carriers' Bureau and United Van Lines, Inc., of Cleveland, Ohio, were permitted to intervene.

Applicant was incorporated under the laws of Indiana on February 23, 1929, under the name Transit Vans Company. In 1931, the name was changed to Greyhound Vans, Inc., and, in 1933, the name was changed to Greyvan Lines, Inc. It has used the latter name since 1933. From the time it began operation in 1929, and until 1932, applicant used both its own vehicles and those owned and operated by others in conducting its operations. Between 1932 and the spring of 1938, it owned no equipment of its own and relied entirely upon the use of vehicles owned by others. Since 1938, both company-owned vehicles and those belonging to owner-operators have been used. On June 1, 1935, about 56 tractors, 56 trailers, and 20 trucks were used. Of the present motor-vehicle equipment, consisting of 70 tractors, 70 trailers, and 10 trucks, applicant owns 20 tractors, 40 trailers, and 1 truck.

Pursuant to agreements in effect on June 1, 1935, and since that time, applicant has obtained the use of equipment belonging to so-called owner-operators for the conduct of its operations. Three forms of agreements have been entered into between applicant and such owner-operators. The first agreement was in effect from some time prior to June 1, 1935, until about February 1, 1937. According to the terms thereof, the owner-operator, designated as the "Agent" in the contract, agreed to furnish motor-vehicle equipment to the "Company" (applicant) and to "relinquish the full management and control of the operation of said equipment to the said 'Company'"; to paint the equipment at his own expense with the colors and emblems of the Company; to haul exclusively for the Company and "to subject himself and his said motor vehicle to all orders from the 'Company' representatives or agents who may be vested with such authority"; to employ, and himself pay for, any additional labor required in the performance of his service; to furnish packing materials and perform necessary packing, for which a commission based on extra charges assessed the shipper

[1] Under the "grandfather" clause of section 206 (a) of the Interstate Commerce Act.

by the Company would be paid; and to personally drive the equipment unless the Company gave permission for its own representative or one selected by the "Agent" to act as a substitute driver. The said "Agent" further agreed to pay for public-liability, property-damage, and cargo insurance to be placed by
182 and in the name of the Company for their joint protection, and to pay for such fire, theft, and collision insurance deemed necessary by the Company; to collect and turn over to the Company all money due the Company for hauling; to pay for all damage to goods in his possession, except as covered by cargo insurance, to indemnify the Company for all losses it sustained by reason of his acts or those of his employees, and to accept any adjustment made by the Company in the event of controversy with shippers; to pay for the cost of operation of the equipment, including permits, taxes, licenses, tolls, fines, and all other costs incident to the operation of the motor vehicle, except that the Company could voluntarily, but without obligation therefor, credit his account with the cost of any licenses, permits, or taxes; that all contracts for hauling should be in the name of the Company and that he would not enter into any hauling contracts on behalf of the Company except with its permission; that he would haul for no person other than the Company; and that he would bear all other expenses incurred by the Company for his express benefit.

Pursuant to the terms of the same agreement, the Company agreed to maintain offices in various cities in the United States; to contract with shippers for transportation; to maintain sales representatives at such points as it deemed advisable; and to pay as compensation for hauling 70 percent of the base load price, provided no subsequent claims arose, for each shipment handled. Each such agreement was effective for a period of 1 year with a provision for automatic renewal, but it could be canceled by the "Agent" at any time upon his written request and by the Company upon written notice.

The second contract, in effect about February 4, 1937, was substantially the same as the one previously in force except that the Company agreed to furnish cargo insurance at its own expense and to obtain and pay for all State permits except the resident vehicle license, which was to be secured by the owner-operator, and all taxes, tolls, fines, and other such items required by reason of the described operation. This second agreement also provided for a slightly different percentage basis of compensation and included bonuses for safe driving.

The third contract, in effect since June 1, 1937, is also substantially the same as the two previous agreements except as to minor changes in the measure of compensation to be paid such owner-operators.

Testimony was provided by an owner-operator residing in New Jersey who has devoted his equipment to the exclusive use of Greyvan since 1934 pursuant to the above-described agreements. In the use of his two units of equipment, this so-called agent has always received instructions from the Greyvan dispatcher as to the time and place of pick-up and delivery of loads, and Greyvan provided its own labor for loading at origin and unloading at destination. Prior to June 1935, his vehicles were licensed only in New Jersey, and Greyvan has always provided States permits, license, plates, and other necessary forms of authorities, including payment, at its own expense, of mileage taxes; claims have always been handled by Greyvan; he has never solicited hauling business; and, although specific routing instructions have generally been unnecessary, he has, in the past, been instructed to avoid operation through a few States for limited periods because of difficulty with authorities of such States. It has been his practice to leave on a trip upon direction of the Greyvan dispatcher and, after completing the move, wire the Greyvan office for instructions as to additional loads. In this service, he is away from home for several weeks at a time.

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It is the duty of the dispatcher to select vehicles for all shipments and to direct their movement in a manner most economical to Greyvan. No shipment may be loaded and no vehicle may begin trips except pursuant to specific direction by this employee of applicant. In addition to the dispatchers, each of whom is located in a particular territory, applicant maintained 24 branch offices[2] on June 1, 1935. As of November 1, 1939, 20 offices were maintained, those at Dallas, Kansas City, Rochester, Hartford, and Atlanta having been closed, and Akron, Ohio, having been added. Such branch offices consist of an office girl and a manager. The manager is paid a salary plus a commission on business he is able to obtain for applicant. These persons are direct employees of applicant, and the cost of maintaining such offices has always been borne by it.

In addition to the use of such branch offices, applicant has also obtained business through what it terms an "agency" method. An "agency," as that term is used by applicant, consists of any person, whether it be another carrier, broker, or storage company, who

[2] Dallas, Tex., St. Louis and Kansas City, Mo., St. Paul, Minn., Detroit, Mich., Milwaukee, Wis., Chicago, Ill., Indianapolis, Ind., Cleveland, Cincinnati, Columbus, and Dayton, Ohio, New York, Buffalo, Rochester, and Syracuse, N. Y., Hartford, Conn., Boston, Mass., Newark, N. J., Philadelphia and Pittsburgh, Pa., Baltimore, Md., Washington, D. C., and Atlanta, Ga.

signs business for hauling by applicant or merely refers leads to applicant for booking and hauling. Such so-called agents are concerned only with collection of a 20-percent commission for the service of acting as intermediaries between the shipping public and applicant. No particular form of agreement has ever been in effect with such "agents," and they are not part of applicant's own operating organization. Such persons conduct their own warehouse or motor-carrier businesses, and the only ap-
184 parent limitation imposed by applicant is that they may not also represent motor carriers in competition with applicant.

The term "Agent" as applied to persons acting entirely as intermediaries, as described, is a misnomer. When they do not perform any part of the transportation, such persons act as brokers. See Townshend & Godman Broker Application, 4 M. C. C. 501. The "Agent" designated in the agreements heretofore commented upon, however, refers to the owner-operators and not the brokers.

In certain instances, applicant acquired title to motor vehicles which were sold to owner-operators pursuant to conditional sales contracts. On June 1, 1935, 28 vehicles were being operated under such agreements. Although such vehicles were used in applicant's service exclusively, it does not follow that applicant owned and operated such equipment. Applicant, itself, does not so contend. Rather the arrangement suggest a financial transaction having no immediate connection with the use of such equipment. Accordingly, we conclude that these transactions have no bearing upon the instant operations.

Having recited, at some length, the details of the arrangements between applicant and the owner-operators, it is necessary to determine whether applicant's status on June 1, 1935, and thereafter, was that of a common carrier by motor vehicle as defined in the act. Such a determination must be based upon the incidents of the operation as a whole and not upon any single isolated fact.

Section 203 (a) (14) defines a common carrier by motor vehicle as "any person which holds itself out to the general public to engage in the transportation by motor vehicle in interstate or foreign commerce of * * * property or any class or classes thereof for compensation * * *." That it was the intention of the parties that applicant assume all responsibility to the general public for the operation of the vehicles cannot be doubted. It is also clear that applicant's own employees directed the movement of the vehicles and caused the drivers thereof to comply with such company rules as would insure efficient operation. The maintenance by applicant of branch offices, staffed with its own employees, and dispatchers and other supervisory employees,

coupled with the exclusive use of equipment bearing only its own name, tend to indicate the existence of an organization designed to carry on a motor-carrier business. It has obtained State authority in its own name, has paid for mileage and other taxes, and has furnished license plates to the owner-operators for service into various States. The owner-operators, as indicated by the testimony provided by one in applicant's service continuously since prior to June 1, 1935, looked to applicant's direct
185 employees for instructions; they did not deal with the shipping public; they did not conduct motor-carrier operations on their own behalf; they did not hold themselves out to render services except for applicant and as directed by its employees; and they operated the equipment in continuous service for such trips and at such intervals as directed by applicant. Considering all facts presented here, we conclude that the transportation service performed on June 1, 1935, and continuously since, in vehicles leased by applicant from others, was performed by applicant, and that as to such transportation, applicant was and is a common carrier by motor vehicle as defined in the act. See Interstate Dispatch, Inc., Common Carrier Application, 30 M. C. C. 762.

In his report herein, the examiner recommended the granting of a certificate for the transportation of (1) used cash registers and parts therefor, and used adding and computing machines, from points in 24 States and the District of Columbia to Dayton, Ohio; (2) bakery equipment, dishwashers, scales and parts therefor, and food-mixing and cutting machines, from points in 15 States and the District of Columbia to Troy and Dayton, Ohio; and (3) household goods as defined in Practices of Motor Common Carriers of Household Goods, 17 M. C. C. 467, between points in 38 States and the District of Columbia. Applicant takes exception only to that part of the order recommended by the examiner which denies it authority to transport "Domestic, institutional, office and commercial furniture, furnishings, appliances, equipment, displays, machines, surgical instruments, musical instruments, fittings, fixtures, parts and supplies," between points in the same territory recommended for the transportation of household goods, without limitation as to origin or destination points.

Household goods has constituted the largest single class of commodities handled by applicant and, according to its own estimate, from 80 to 85 percent of its business has involved the transportation of that class. In the movement of household goods, applicant has served from 1,200 to 1,500 so-called national accounts in addition to numerous other individuals. These national accounts consist of organizations maintaining offices at various points throughout the United States, and applicant has moved their employees from

and to widely separated points. Numerous listings wer provided to indicate the points between which household goods, as well as certain other commodities, were transported both prior and subsequent to June 1, 1935. Of approximately 5,000 trips between 1933 and June 1, 1935, operation is shown to or from each of the 38 States and the District of Columbia. Such operation was continued after June 1, 1935, and the substantial evidence
186 presented is convincing that applicant has been engaged in the transportation of household goods between points in the described territory in a nonradial operation. Accordingly, appropriate authority will be granted herein to permit applicant to continue such operations.

* * * * * *

188 *Government Exhibit 15*

APPLICATION FOR IDENTIFICATION PLATES

(To be submitted in duplicate)

No. MC14786

Greyvan Lines, Inc., doing business as Greyvan Lines, Inc., 1338 S. Michigan Avenue, Chicago, Illinois. Number of plates requested, 30. Total amount enclosed, $7.50.

G. W. Healey makes oath and says that he is the Traffic Manager of the motor carrier named above; that he is authorized to act on behalf of said carrier in the matter of application for identification plates to be displayed upon the motor vehicles operated by said carrier; that the total number of motor vehicles so operated are ------ passenger vehicles, 34 trucks, 57 tractors, 57 semitrailers, ------ two-wheel trailers, and -- four-wheel trailers; and that he does hereby make application for 30 identification plates to be displayed upon these motor vehicles. He hereby agrees on behalf of said carrier that title to said identification plates shall at all times remain in the Interstate Commerce Commission, and that the reasonable cost thereof, herewith transmitted, is paid the said Commission in consideration of the right of the carrier to use the said identification plates in pursuance of the carrier's authorized interstate operations, and that the same will be surrendered by the carrier to the Commission whenever the Commission shall by general or special order or regulation require.

Subscribed and sworn to before me, a Notary Public in and for the State of Illinois and County of Cook this 17th day of September 1938.

[SEAL]

My commission expires April 8, 1938.

(Only one of the two copies of this application need be verified under oath.)

189 In the Supreme Court of the United States

October Term, 1946

No. 673

Stipulation re printing of record

Filed Jan. 17, 1947

The petitioner, not having printed the entire record taken in the District Court but have secured a stipulation that all exhibits should be transmitted to the Clerk of the Circuit Court of Appeals in original form (R. p. 238); and the petitioner desiring that, for the purpose of argument on the merits, certain of the exhibits so transmitted shall, in addition to those portions of the record printed in the transcript of the record filed in connection with the petition for certiorari, be printed, it is stipulated that the following portions (the omitted matter being indicated by asterisks), of the original exhibits on file with the Clerk, together with this stipulation, shall also be printed at the expense of the petitioner and not to be charged in the costs of the case:

1. Plaintiff's Exhibits A, B, C, D, F, G, H, J, and K.
2. Government Exhibits 1, 3, 4, 5, 6, 7, 8, 9, 10, and 15.
3. Government's Exhibit 12, the following parts only:

The title page thereof, and pages designated 60 to 67 inclusive and through line 4 of page 68 thereof.

4. Government's Exhibit 13, the following parts only:

a. Title Page.

b. Caption on page 1.

c. Beginning with "Statement of the Evidence" on page 3 and continuing through the "Issues" to the bottom of page 5.

190 d. The word "Argument" at top of page 6.

e. The last four paragraphs of page 7 through and including the first full paragraph at the top of page 9.

5. Government Exhibit 14, from its beginning to the end of the fourth line on page 725. (On the mimeographed copy, this extends to the end of the first full paragraph on sheet 9.)

George T. Washington,
GEORGE T. WASHINGTON,
Acting Solicitor General.

Wilbur E. Benoy,
Per R. L. S.
WILBUR E. BENOY,
Of Counsel for Respondent.

JANUARY 17, 1947.

U. S. GOVERNMENT PRINTING OFFICE: 1947